



SECTION CLOSED

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: November 21, 1956

FROM : J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
 Special Agent  
 Personnel Officer  
 Administrative Division  
 Not on Probation

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

REALLOCATION

Mr. Edwards is presently in grade GS-15, \$12,150 per annum, and is being considered for reallocation to grade GS-16, \$12,900 per annum.

He entered on duty February 10, 1941; is 40 years of age, married, and has one child. He has a Bachelor of Arts Degree, a Bachelor of Laws Degree, and is a member of the Pennsylvania State Bar. He is also a member of the American Bar Association. He was designated Personnel Officer of the Bureau April 30, 1947. His services have been entirely satisfactory.

(Mr. Edwards has a wide variety of highly responsible supervisory responsibilities.) In addition, he has some very excellent contacts on a high level with numerous Federal agencies and departments and is able to obtain information on a confidential basis that would otherwise be unavailable. His contacts with the Civil Service Commission are particularly outstanding and through his sources at the Commission has been able to obtain on numerous occasions information of extreme value to the Bureau regarding personnel matters of all types, Veterans' matters and classification and inspection matters.

Mr. Edwards has under his supervision 17 Special Agents and 163 clerks, for a total of 180 employees. Among the most important matters for which Mr. Edwards is responsible are the following: (Service Awards, position classification, employee compensation, Special Agent physical examinations, service record inquiries, Veterans' matters, clerical and Special Agent reallocations, Bureau applicant procurement, administrative action matters, Incentive Award Program, personnel briefing and numerous other personnel action matters.)

(The Bureau's one-package Consolidated Charity Fund was spearheaded and supervised by Mr. Edwards and it is now considered a model for other Governmental agencies.) He has on numerous occasions

ENCLOSURE

53 NOV 25 1956  
 11-2-56  
 JPM

JPM  
 JPM

explained the Bureau's successful plan to representatives of other Governmental departments and we have received numerous highly favorable comments concerning our one-package program. (Mr. Edwards also devised and supervised the preparation of the Bureau's Personnel Procedures and Operations Manual and the Employees' Handbooks for Seat of Government and field employees.)

There is attached a list of Governmental agencies and departments having personnel officers in grades GS-16, 17 and 18. We feel that this list is not complete but is the only available information on this subject we are able to obtain at this time. You will observe that the Central Intelligence Agency has a personnel officer with the title of Assistant Director in grade GS-18. He has two Assistant Personnel Officers, one in grade GS-17 and one in grade GS-16. Liaison Agent Papich reported in his memorandum of February 14, 1955, that CIA's personnel office could be compared generally with the Bureau's Personnel Section.

During the past year Mr. Edwards received one letter of censure March 17, 1955, for failure to detect typographical errors in outgoing correspondence. During this same period one letter of appreciation was directed to him on May 23, 1955, for his services in connection with the Attorney General's staff conference at the FBI Academy.

(On February 10, 1955, the Director congratulated Mr. Edwards upon his fourteenth anniversary with the Bureau. The Director commented that Mr. Edwards had contributed much to the Bureau's growth these many years and the Director was indeed proud to have him as one of his associates.)

#### RECOMMENDATION

In view of the extremely wide variety of important matters supervised by Mr. Edwards and in view of his satisfactory service as Personnel Officer, I recommend his reallocation to grade GS-16, \$12,900 per annum. If approved he will be advised that this promotion is for the duration of his present assignment.

*I agree*  
*11-21*  
*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*

A PERMANENT BRIEF OF MR. EDWARDS' FILE IS ATTACHED.

Enclosures  
ERG:akc  
(2)

1. Central Intelligence Agency

- a. Personnel Officer in Charge carries title of Assistant Director; grade GS-18.
- b. One Assistant Personnel Officer in Charge; grade GS-17.
- c. One Personnel Officer in #2 position; grade GS-16.

(This information secured by liaison agent and reported in memorandum February 14, 1955. He stated that CIA's Personnel Office could be compared with the Bureau's Personnel Section in the Administrative Division).

2. Tennessee Valley Authority (TVA)

- a. Director of Personnel; GS-16, \$12800 (This was the top of GS-16 prior to 3/13/55 and this position may be GS-17 now. Not possible to ascertain present grade).

3. Department of Commerce

- a. Director of Personnel; GS-17.

4. Foreign Operations Administration

- a. Director of Personnel; GS-18.
- b. Director of Personnel Security and Integrity; \$15,000 per annum. (This position higher than GS-18).

5. Department of State

- a. Director of Personnel; GS-16
- b. Assistant Secretary for Personnel and Administration; \$15,000 per annum.

6. Departments and agencies having Personnel Officers in GS-16.

- a. Health, Education and Welfare.
- b. Department of Defense.
- c. Department of the Army.
- d. Department of the Navy.
- e. Atomic Energy Commission

ENCLOSURE

67-171484-199



f. Post Office Department.

g. Department of Agriculture.

h. Department of the Interior.

7. There are possibly others than the afore-mentioned because a number of agencies, such as General Services Administration, Treasury, General Accounting Office, Internal Revenue Service, Federal Housing Administration, had Personnel Officers who were at the top of grade GS-15 two years ago and there has been an appreciable increase in the number of super grade positions since then, but information is not available as to whether these positions were converted to super grades.
8. Another factor of note is that many of the agencies have greatly decentralized their personnel management program and operations which has the effect of lessening the responsibility shouldered by the central Personnel Officer and, further, it has the effect of creating a larger number of deputy or assistant positions heading up the decentralized units.

*bie  
ma/ukh*

November 22, 1955

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise that you are being promoted to the position of Special Agent, \$12,900 per annum in Grade GS 16, effective December 4, 1955.

This promotion will remain in effect only for the duration of your present assignment as Personnel Officer in the Administrative Division.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC:   
CC: Movement Section

b6  
b7C

(4) MA:bjw

- Tolson \_\_\_\_\_
- Boardman \_\_\_\_\_
- Nichols \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Parsons \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tamm \_\_\_\_\_
- Sizoo \_\_\_\_\_
- Winterrowd \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Holloman \_\_\_\_\_
- Gandy \_\_\_\_\_

*pel*

MAILED 6  
NOV 22 1955  
COMM. FBI

RECORDED-135

*RM*

67-171-200	
Searched	<input checked="" type="checkbox"/>
Numbered	<input checked="" type="checkbox"/>
NOV 22 1955	
FEDERAL BUREAU OF INVESTIGATION	

53 NOV 25 1955

November 25, 1955

MEMORANDUM FOR MR. TOLSON

On November 23, 1955, I saw Special Agent H. Lynn Edwards, Personnel Officer of the Administrative Division, who called to thank me for his promotion to GS-16.

I discussed with Mr. Edwards some of the problems of the Bureau, particularly the necessity for more careful screening of our personnel, both clerical and investigative. I stated I thought this should be emphasized in all conferences with Special Agents in Charge and at In-Service Schools because as the Bureau grows larger it is imperative that we keep to the minimum personnel headaches which could be avoided by careful evaluation of individuals before appointment.

Very truly yours,

151 J. E. H.  
John Edgar Hoover  
Director

JEH:eff (4)

RECORDED-148

177-1084-201

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_


SENT FROM D. O.  
TIME 5:57 PM  
DATE 11-25-55  
BY [Signature]

5 DEC 7 1955

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-2064

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) <b>MR. H. LYNN EDWARDS</b> #09269		2. DATE OF BIRTH <b>5-14-15</b>	3. JOURNAL OR ACTION NO. <b>F.B.I.</b> 10688	4. DATE <b>12-2-55</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>12-4-55</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>EXCEPTED BY LAW</b>	
FROM <b>Special Agent</b>  <b>GS 15</b> <b>\$12,150 per annum</b>		8. POSITION TITLE  <b>Special Agent</b>	TO  <b>GS 16</b> <b>\$12,900</b>	
9. SERVICE, SERIES, SALARY, GRADE		10. ORGANIZATIONAL DESIGNATIONS		
11. HEADQUARTERS		12. FIELD OR DEPT'L		
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION <b>Fred H. McIntire</b> <b>allocated GS 15 <del>XXXX</del></b> <b>Filed eff 7-3-55.</b>		
15. SEX <b>M</b>	16. APPROPRIATION S. & E., FBI 18. FROM: <b>SAME</b> 19. TO:		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>YES</b>	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:				
APPROVED <b>J. E. Hoover</b> DIRECTOR, F. B. I.				
REMARKS: Grade and classification of position subject to post-audit and correction by Agency Personnel Office or by the Civil Service Commission. Basis for this position is Public Law #94, 84th Congress.				
55 NOV 23 1955				
SIGNATURE OR OTHER AUTHENTICATION				

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 11-23-55

FROM : F. D. Hereford *FDH*

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

SUBJECT: H. LYNN EDWARDS  
 Special Agent  
 Personnel Officer  
 Administrative Division  
 EOD 2-10-41  
 GS-15, \$12,150  
 (GS-16, \$12,900, to be effective 12-4-55)  
 Non-Veteran; Not on Probation

This is a brief and concise summary of Mr. Edwards' record for the Director's use in the event the Director should see him. Mr. Edwards has been Personnel Officer of the Bureau since 4-30-47, and his services have been very satisfactory.

By letter dated 11-22-55 Mr. Edwards was advised of his promotion to \$12,900 per annum in Grade GS-16, effective 12-4-55, and this promotion would remain in effect only for the duration of his present assignment as Personnel Officer in the Administrative Division.

During 1955 he has been censured on one occasion for failure to detect typographical errors in outgoing correspondence, and during this same period a letter of appreciation was directed to him for his services in connection with the Attorney General's staff conference at the FBI Academy.

It is to be noted that Mr. Edwards has a wide variety of highly responsible supervisory responsibilities. Among these are service awards, position classification, employee compensation, Special Agent physical examinations, service record inquiries, Veterans' matters, clerical and Special Agent reallocations, Bureau applicant procurement, administrative action matters, Incentive Award Program, personnel briefing and numerous other personnel action matters. The Bureau's one-package Consolidated Charity Fund was spearheaded and supervised by Mr. Edwards and it is now considered a model for other Governmental agencies. Mr. Edwards also devised and supervised the preparation of the Bureau's Personnel Procedures and Operations Manual and the Employees' Handbooks for Seat of Government and field employees.

On 2-10-55 the Director congratulated Mr. Edwards upon his fourteenth anniversary with the Bureau. The Director commented that Mr. Edwards had contributed much to the Bureau's growth these many years and the Director was indeed proud to have him as one of his associates.

48  
 #15-3 NOV 30 1955  
 JEN/eah

171084-202

28

3-11-55

*His daily average overtime for the months listed was as follows:*

<i>February, 1955</i>	<i>- 3 hours 9 minutes</i>	<i>July, 1955</i>	<i>- 2 hours 40 minutes</i>
<i>March, 1955</i>	<i>- 2 hours 28 minutes</i>	<i>August, 1955</i>	<i>- 3 hours 5 minutes</i>
<i>April, 1955</i>	<i>- 3 hours 17 minutes</i>	<i>September, 1955</i>	<i>- 3 hours 29 minutes</i>
<i>May, 1955</i>	<i>- 5 hours 23 minutes</i>	<i>October, 1955</i>	<i>- 3 hours 9 minutes</i>
<i>June, 1955</i>	<i>- 3 hours 28 minutes</i>		

*His office of preference since 2-1-55 is listed as Washington, D.C.*

*A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED.*

*FDH:uc*

*(2)*

*Enclosure*

Mr. Tolson	<input checked="" type="checkbox"/>
Mr. Nichols	<input type="checkbox"/>
Mr. Boardman	<input type="checkbox"/>
Mr. Belmont	<input type="checkbox"/>
Mr. Mason	<input type="checkbox"/>
Mr. Mohr	<input type="checkbox"/>
Mr. Parsons	<input type="checkbox"/>
Mr. Rosen	<input type="checkbox"/>
Mr. Tamm	<input type="checkbox"/>
Mr. Nease	<input type="checkbox"/>
Mr. Winterrowd	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Mr. Holloman	<input type="checkbox"/>
Miss Gandy	<input type="checkbox"/>

December 14, 1956

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

In my opinion the current Semiannual Agents Conference at the Seat of Government would make you feel very, very proud. I came away from the first session yesterday afternoon confident that those meritorious objectives to which you have daily devoted all your waking hours are closest to the hearts of your top officials, and are receiving their concentrated attention as exemplified by their remarks to all of us.

It was obvious to me that all those on the program - Mr. Mason, Mr. Gilliland, Mr. Nichols, Mr. Mohr, Mr. Boardman, Mr. Belmont, and Mr. Tamm - exerted real effort in preparation, selected the very heart of the grave issues, and presented them in an understandable, inspiring manner which could not help rallying every agent's energies and spirit to the tasks facing the Bureau today.

Although incidents will undoubtedly continue to occur in this big and still human organization to make you and all of us sad at the time, I know that such inspirational get-togethers as yesterday's conference will fortify everyone in his firm resolve to keep his sights clear and strive toward that perfection which has been your target.

Sincerely,

H. Lynn Edwards

DEC-141

67-171084-203

Searched .....  
Numbered ..... 39 .....

2 JAN 11 1956

FEDERAL BUREAU OF INVESTIGATION

ack  
12-14-55  
JEH:He

*[Handwritten signature]*

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

Dec 14, 1955

I certify that I have (received) the following Government property for official use:

~~returned~~

*Royal RA 2775982*

**READ**

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

DEC 15 1955

FILE  
3-M

PER

*[Signature]*  
01510-22 (10-1-55)

Very truly yours,

*Thym Edwards*



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

FROM : H. L. Edwards

SUBJECT:

APPLICANT -- Clerk

DATE: Sept. 22, 1954

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

This memorandum is submitted to answer the Director's observation that my memorandum of September 17, 1954, regarding the captioned applicant was "a very badly prepared summary. There is no reference in it to the effect that applicant is not qualified for standing on her feet."

My failure to mention the physical factor was an oversight for which I am very sorry. However, I had interviewed the applicant carefully about her physical condition and on receiving assurances from her that she could perform duties involving standing or walking I confined the memo to what I considered the remaining questionable factor of the reputation of her married sister who was reported to be a striptease artist in Chicago. I should have also included in my memorandum the information concerning her physical condition which caused me to satisfactorily resolve that question in my mind.

The facts concerning her physical condition are that she was treated in 1947 for a bone disease diagnosed as osteomyelitis two inches below the right hip joint. We interviewed [redacted] who advised that the condition had cleared up and she would be able to do routine clerical duties involving standing and walking.

On July 21, 1954, applicant's husband, [redacted] is a 53-year-old clerk in the Bureau, informed the Applicant Unit that she was not capable of strenuous physical exertion but could perform work where she is not on her feet for an entire day. However, in her physical report dated August 19, 1954, [redacted] certifies her for strenuous physical exertion, states she is qualified for FBI employment, indicated that the osteomyelitis has had no flare-up, there are no limitations of motion in any direction, she walks normally, has no limitations at this time but he recommended duty with a moderate amount of standing. In my interview with the applicant I told her that we could give no assurance of any restricted assignment and, in fact, as a clerical applicant chances were that she would receive assignments involving regular standing and walking. She told me she has no reason to believe any limitation necessary in her case and she stated that she had regularly done normal walking, all kinds of housework, regularly engaged in dancing, goes up and down steps and believes she could handle such an assignment. This seemed to confirm information we received from the doctor who had treated her.

Memorandum for Mr. Mohr

After return of my prior memo from the Director, I interviewed her husband this morning and asked him the basis for his statement in July that applicant is not capable of strenuous physical exertion or being on feet for entire day. He stated he has no basis other than his own interest in his wife and observations he has made that she has become tired after a day of sightseeing or after a day of housework. He said he is possibly being influenced by knowledge of her previous illness. He stated that he accompanied her in August during the pre-employment physical exam and the doctor's recommendation for duties involving moderate amount of standing is based on his specific question of the doctor and that the doctor assured him he found nothing there to compel limitation but thought it would be a good idea to insert such a recommendation. Husband specifically stated in answer to my question as to whether he wanted wife considered for a job where probability or likelihood of regular standing and walking existed, that he had no reason to feel she could not safely perform such assignment and since she was interested in working and needed the job he felt no undue risk would be involved.

RECOMMENDATION

Accordingly, I recommend that [redacted] be approved for appointment as a Clerk, GS-2, \$2,750, and assigned to the Records Section.

b6  
b7C

I agree - I have  
spoken to Edwards  
to be more careful  
in future in preparing  
memorandum.

Don  
9/22

I recommend against  
appointment. There  
are too many "ifs" I concur

9/23

I recommend she not  
be considered in view  
of doubtful physical  
abilities - 74  
9/22

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

8/3/59

I certify that I have received the following Government property for official use:

~~returned~~

D. C. Official Parking Permit, Expires 6-30-60

RETURNED

D. C. Official Parking Permit, Expires 6-30-59

FILE

3-M

PER 1FL

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written  
Signature)

*H. Lynn Edwards*

(Typed  
Signature)

H. Lynn Edwards

33

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

December 15, 1955

I certify that I have ~~received~~ the following Government property for official use:  
returned

b6  
b7C

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. ~~DO NOT~~ MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

*Wm. Edwards*

January 12, 1956

~~Personal and Confidential~~

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I want to commend you for the splendid job you did as chairman of the FBI Employees Consolidated Charity Fund. You deserve a great deal of credit for the outstanding results attained in the 1955-56 campaign which were attributable to a great extent to your enthusiastic leadership and direction.

I am well aware of the time and energetic efforts this project demanded of you and feel that your handling of the many details was highly efficient. The notable record established by the drive is due in no small measure to your exemplary services.

Sincerely yours,  
J. Edgar Hoover

CC: Mr. Mohr (Personal Attention)

MAILED 5

JAN 12 1956

COMM-FBI

MOL:js  
(4)

RECORDED 171084-209

Based on memo Mohr to Tolson 1/6/56 JPM:hup

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

53 JAN 18 1956

RECEIVED  
FBI  
JAN 12 4 12 PM '56

CRD

December 14, 1955

PERSONAL

✓  
①  
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I want to thank you sincerely for your letter of December 14, giving me your observations upon the Semiannual Special Agents Conference held at the Seat of Government. I also am very happy indeed to note your favorable reaction to this Conference and your comments upon the officials of the Bureau who appeared before it.

I know that with such a spirit upon the part of all, the Bureau can continue to merit the confidence and support of the decent citizens of this country.

Sincerely,

*J. Edgar Hoover*  
J. Edgar Hoover

JEH:tlc  
✓

✓  
✓  
Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

49 JAN 16 1956

DEC 15 1955

DEC 15 1955

DEC 15 1955

DEC 15 1955

7:00 PM  
12/14/55

837

February 10, 1956

PERSONAL

0  
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

May I offer you my heartiest  
congratulations on your Fifteenth Anniversary  
with the FBI. I am mindful of the loyal and  
devoted service performed by you and feel that  
the efforts of dedicated employees such as you  
contributes much to the accomplishments of the  
Bureau. It is my sincere hope that you will  
continue your career in the FBI for many years  
to come.

Sincerely,

J. Edgar Hoover

JEH:tlc:C

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 144

SENT FROM D. O.  
TIME 9:20 AM  
DATE 2-10-56  
BY WFO

67-171087-205  
Searched \_\_\_\_\_  
Numbered \_\_\_\_\_  
2 FEB 13 1956  
FEDERAL BUREAU OF INVESTIGATION

64  
36 FEB 14 1956

THREE  
2247

NAME: (H. Lynn Edwards)

TITLE: Personnel Officer

PAYROLL #09269

GRADE: GS 16, \$12,900

EOD: 2/10/41

NOT ON PROBATION  
NON-VETERAN

ASSISTANT DIRECTOR MOHR:

Mr. Edwards is the Personnel Officer of the Bureau and has direct supervision over the Personnel Section. He has an excellent knowledge of his duties and maintains outstanding contacts to assist in the work of the division, particularly as it pertains to personnel matters.

He is an extremely loyal employee to the Director and the Bureau and I regard him as an outstanding Bureau employee. It is a pleasure to be associated with him.

RATING: SATISFACTORY

ASSISTANT DIRECTOR TAMM:

Mr. Edwards is extremely intelligent, hard working, interested and loyal.

145  
36 FEB 10 1956

Inspection  
Administrative Division  
January 19, 1956  
JPM:DW

ONCE RECORDED-1  
B 2 M



CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

2-8-56

I certify that I have received the following Government property for official use:  
~~returned~~

Key to Closet Room 4543

FEB 9 1956 READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

NOT RECORDED  
FILE  
3-M

Very truly yours,  
*H. Lynn Edwards*  
H. Lynn Edwards, SA

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 2-7-56

FROM : H. L. Edwards

SUBJECT: FBI, EMPLOYEES CONSOLIDATED CHARITY PLAN

Tolson	
Boardman	
Nichols	
Belmont	
Mohr	
Parsons	
Rosen	
Tamm	
Trotter	
Tele. Room	
Holloman	
Gandy	

This memorandum is submitted to explain why the material which Deputy Attorney General Rogers requested yesterday afternoon concerning the FBI Employees Consolidated Charity Plan was delayed in reaching the Director this morning.

The material (consisting of a cover memorandum, a transmittal memorandum to Deputy Attorney General Rogers and a summary of the one-package plan) was in proposed final form and taken by me to your office this morning at 8:50 A. M. You immediately reviewed it and suggested a change in both the cover memorandum and the transmittal memorandum to Rogers in order to delete any reference to our proposal to designate a copy of the material for Andretta. (Since Andretta's office had requested the material yesterday and subsequently had asked that it be delivered to him I felt we should have a copy designated for him even though we were sending the material to Rogers.) These changes were made and the revised memorandum was approved by you and personally taken by me to Mr. Nichols at 9:40 A. M. Mr. Nichols suggested the inclusion of a brief reference to the opposition we have encountered with the March of Dimes Foundation and you felt that copies of the exchange of correspondence concerning this should also be furnished to Rogers so that he would not have to spend any time in locating the copies previously furnished him.

I left Mr. Nichols' office at 9:55 A. M. and the revised memorandum, as finally approved, was completed at 10:45 A. M. (The last revision involved typing copies of 7 pages of the correspondence referred to plus revising the memo to Rogers and the last page of the summary. This work was spread among 4 stenographers and 3 typists to expedite it.) Immediately thereafter you and Mr. Nichols made final review and initialed the material and after checking with Mr. Nease in Mr. Tolson's office, I immediately delivered it to Miss Gandy just before 11:05 A. M.

I regret the delay because I certainly realized fully the urgency of this assignment. I do think the suggested changes by you and Mr. Nichols were extremely well taken and I wish I had thought of them so that the memorandum would have been in perfect form in the first place.

HLE:MAH  
(3)

CC: Mr. Nichols

RECORDED - 39

13 FEB 10 1956

we shall try to do better

Badly handled

3 pmt

PERS FILES

66-18043-802

Mr. Tolson	<input checked="" type="checkbox"/>
Mr. Nichols	<input type="checkbox"/>
Mr. Boardman	<input type="checkbox"/>
Mr. Belmont	<input type="checkbox"/>
Mr. Mohr	<input type="checkbox"/>
Mr. Parsons	<input type="checkbox"/>
Mr. Rosen	<input type="checkbox"/>
Mr. Tamm	<input type="checkbox"/>
Mr. Nease	<input type="checkbox"/>
Mr. Winterrowd	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Mr. Holloman	<input checked="" type="checkbox"/>
Miss Gandy	<input checked="" type="checkbox"/>

February 13, 1956

Mr. John Edgar Hoover, Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

My fifteenth Bureau anniversary last Friday will be another pleasant memory because of your letter, so characteristic of the thoughtfulness which has truly made it such a privilege to work under your leadership. I am very grateful.

You may be assured this milestone in my Bureau career is merely a reminder that so much more remains to be done, and the inspiring daily example of performance which you set will continue to be my guide for the future. I just hope I can do a little to detract from, rather than add to your heavy burdens.

Respectfully yours,

*H. Lynn Edwards*

H. Lynn Edwards

67-NOT RECORDED-2

*[Handwritten signature]*  
3/1/56

Mr. Tolson	<input checked="" type="checkbox"/>
Mr. Nichols	<input checked="" type="checkbox"/>
Mr. Boardman	<input type="checkbox"/>
Mr. Belmont	<input type="checkbox"/>
Mr. Mason	<input type="checkbox"/>
Mr. Mohr	<input type="checkbox"/>
Mr. Parsons	<input type="checkbox"/>
Mr. Rosen	<input type="checkbox"/>
Mr. Tamm	<input type="checkbox"/>
Mr. Nease	<input type="checkbox"/>
Mr. Winterrowd	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Mr. Holloman	<input type="checkbox"/>
Miss Gandy	<input type="checkbox"/>

February 24, 1956

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

Last evening at its monthly executive meeting, FBI American Legion Post No. 56 included me as a recipient of its Certificate of Appreciation for services to the Post, and among those enumerated by Commander DeLoach was the Bureau's beneficial veterans' counseling program.

This was indeed an honor which I shall cherish. But I know that whatever I have done in my position to merit this coveted recognition has been made possible only by your genuine interest in the veteran which has inspired and nourished the beneficial policies carried out by Veterans' Counsellors W. E. Clark and T. J. Nally. In my acceptance remarks I alluded to the fact that just as a salesman's job is made easy by having a good product to sell, so also has my job been facilitated by your constant concern for the veterans in the Bureau's employ.

The noteworthy attainments and outstanding calibre of FBI Post No. 56 are as much a tribute to your strong friendship for Bureau veterans as to the splendid capabilities of its officers and the high character of its members.

Respectfully yours,

*Lynn Edwards*

Lynn Edwards

Messrs. Clark and Nally (supervisors in the Administrative Division.)

EXP. PROC.

FEB 24 1956

*ack - 2/28/56  
CND:k*

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*I.A.*

Name of Employee: H. LYNN EDWARDS

Where Assigned: Administrative Division, Personnel Section  
(Division) (Section, Unit)

Payroll Title: Personnel Officer

Rating Period: from April 1, 1955 to March 31, 1956

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

*[Handwritten Initials]*

Rated by: *[Signature]* Assistant Director 3/31/56  
Signature Title Date

Reviewed by: *Clyde A. Tolson* Associate Director 3/31/56  
Signature Title Date

Rating approved by: *[Signature]* Assistant Director APR 5 1956  
Signature Title Date

**TYPE OF REPORT**

(X) Official  
(X) Annual

( ) Administrative

( ) 60-day

( ) Transfer

( ) Separation from service

( ) Special

*171081-208*

*APR 4 1956*

FEDERAL BUREAU OF INVESTIGATION

*[Handwritten Signature]*

## NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee H. LYNN EDWARDS Title Personnel Officer  
Rating Period: from 4/1/55 to 3/31/56

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |                                                                                                                                                                                                                                                 |                                                                                                                                                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>✓</u> (1) Personal appearance.                                                                                                                                                                                                               | <u>0</u> (17) Firearms ability.                                                                                                                                                                |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.                                                                                                                                                                            | <u>0</u> (18) Development of informants and sources of information.                                                                                                                            |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).                                                                                                | <u>✓</u> (19) Reporting ability:                                                                                                                                                               |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).                                                                                                                                                                              | <u>0</u> (a) Investigative reports                                                                                                                                                             |
| <u>+</u> (5) Resourcefulness and ingenuity.                                                                                                                                                                                                     | <u>0</u> (b) Summary reports                                                                                                                                                                   |
| <u>+</u> (6) Forcefulness and aggressiveness as required.                                                                                                                                                                                       | <u>0</u> (c) Memos, letters, wires                                                                                                                                                             |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.                                                                                                                           | (Consider: <u>✓</u> conciseness; <u>✓</u> clarity; <u>✓</u> organization; <u>✓</u> thoroughness; <u>✓</u> accuracy; <u>✓</u> adequacy and pertinency of leads; <u>✓</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.                                                                                                                                                             | <u>0</u> (20) Performance as a witness.                                                                                                                                                        |
| <u>+</u> (9) Planning ability and its application to the work.                                                                                                                                                                                  | <u>+</u> (21) Executive ability:                                                                                                                                                               |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.                                                                                                                                                                                       | <u>+</u> (a) Leadership                                                                                                                                                                        |
| <u>+</u> (11) Industry, including energetic consistent application to duties.                                                                                                                                                                   | <u>+</u> (b) Ability to handle personnel                                                                                                                                                       |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning                                                                                                                                                                          |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.                                                                                                     | <u>+</u> (d) Making decisions                                                                                                                                                                  |
| <u>0</u> (14) Technical or mechanical skills.                                                                                                                                                                                                   | <u>+</u> (e) Assignment of work                                                                                                                                                                |
| <u>0</u> (15) Investigative ability and results:                                                                                                                                                                                                | <u>+</u> (f) Training subordinates                                                                                                                                                             |
| <u>0</u> (a) Internal security cases                                                                                                                                                                                                            | <u>+</u> (g) Devising procedures                                                                                                                                                               |
| <u>0</u> (b) Criminal or general investigative cases                                                                                                                                                                                            | <u>+</u> (h) Emotional stability                                                                                                                                                               |
| <u>0</u> (c) Fugitive cases                                                                                                                                                                                                                     | <u>+</u> (i) Promoting high morale                                                                                                                                                             |
| <u>0</u> (d) Applicant cases                                                                                                                                                                                                                    | <u>+</u> (j) Getting results                                                                                                                                                                   |
| <u>0</u> (e) Accounting cases                                                                                                                                                                                                                   | <u>0</u> (22) Ability on raids and dangerous assignments:                                                                                                                                      |
| <u>0</u> (16) Physical surveillance ability.                                                                                                                                                                                                    | <u>0</u> (a) As leader                                                                                                                                                                         |
|                                                                                                                                                                                                                                                 | <u>0</u> (b) As participant                                                                                                                                                                    |
|                                                                                                                                                                                                                                                 | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.                                                                                                          |
|                                                                                                                                                                                                                                                 | <u>+</u> (24) Ability to work under pressure.                                                                                                                                                  |
|                                                                                                                                                                                                                                                 | <u>+</u> (25) Miscellaneous. Specify and rate:                                                                                                                                                 |
|                                                                                                                                                                                                                                                 | <u>+</u> Dictation Ability                                                                                                                                                                     |
|                                                                                                                                                                                                                                                 | <u>+</u> Automobile Driving Ability                                                                                                                                                            |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Bureau Personnel Officer

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Executive and administrator

C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? NO (If so, explain in narrative comments.)

ADJECTIVE RATING: \_\_\_\_\_

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory

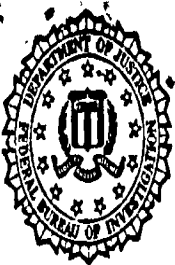
Mr. Edwards during the past year has continued to function as Personnel Officer of the Bureau. He has handled his duties in an excellent fashion and has demonstrated his outstanding capabilities in the field of personnel administration.

Mr. Edwards has demonstrated that he thoroughly understands the personnel problems confronting the Bureau and has exercised a considerable amount of initiative and aggressiveness to advance personnel administration in the Bureau. To facilitate his work, he has developed excellent outside contacts, particularly at the Civil Service Commission and other related agencies having an interest in personnel administration.

Mr. Edwards is a sincere, conscientious, devoted employee and a credit to the Bureau. I regard his efforts during the rating period as being excellent.

7/1/52





FD-253 (11-22-54)

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to

File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

✓ C. Q. Smith

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Constance M. Edwards Relationship wife Date 3-9-56 b6  
member b7C  
Address same

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name same Relationship \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_

67 - NOT RECORDED

9 MAR 12 1956

Very truly yours,

H. Lynn Edwards  
Special Agent3/BSE  
46  
MAR 9 1956

February 28, 1956

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

Dear Mr. Edwards:

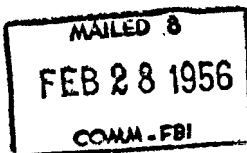
I am very appreciative of your letter dated  
February 24, 1956, wherein you advised that you had received  
a Certificate of Appreciation from FBI American Legion Post #56.

I am glad that FBI Post #56 saw fit to award you  
this distinction and you may rest assured that it is well deserved.

Sincerely,

J. Edgar Hoover

CDD:fc (3)  
*R*



*Red*  
Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

88 MAR 8 1956

RECEIVED HEAD ROOM  
FBI  
7 20 1 PM '56

## Office Memorandum UNITED STATES GOVERNMENT

TO : MR. TOLSON *✓ rec'd 5-11-56*

DATE: May 8, 1956

FROM : J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
Special Agent  
Personnel Officer  
Administrative Division  
Non-Veteran, Not on Probation

## ERRORS IN CORRESPONDENCE

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mason	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Nease	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Since November 14, 1955, Mr. Edwards has initialed ten items of correspondence containing typographical and form errors and failed to detect these errors. He handles a heavy volume of signature mail on a daily basis; however, I feel that he should have detected some or all of these errors. He has assured me that he will redouble his efforts to eliminate errors from correspondence in the future.

RECOMMENDATION:

In accordance with established policy, I recommend Mr. Edwards receive a letter of censure.

*OK  
JPM  
5/8 JR*

67-171084-209	
Searched	_____
Numbered	122
7 MAY 15 1956	
FEDERAL BUREAU OF INVESTIGATION	

Enclosure  
ERC:eam  
(2)

A PERMANENT BRIEF OF MR. EDWARDS' PERSONNEL FILE IS ATTACHED.

94  
MAY 18 1956

*Let to Edwards  
JPM/bak  
5-11-56*

*3/bak*

(December 1955)

U. S. CIVIL SERVICE COMMISSION  
Chapter M-2, F. P. M.

## PHYSICAL FITNESS INQUIRY FOR MOTOR VEHICLE OPERATORS

1. LAST NAME-FIRST NAME-MIDDLE NAME <i>Edwards H. Lynn</i>		2. DATE OF BIRTH <i>May 14, 1915</i>		3. TITLE OF POSITION <i>Spent Agent</i>	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State) <i>2707 Longstreet Ct., Falls Church, Va.</i>				5. EMPLOYING AGENCY <i>FBI</i>	
6. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)					
YES	NO		YES	NO	
	<input checked="" type="checkbox"/>	Poor vision in one or both eyes		<input checked="" type="checkbox"/>	Arthritis, rheumatism, swollen or painful joints
	<input checked="" type="checkbox"/>	Eye disease		<input checked="" type="checkbox"/>	Loss of hand, arm, foot, or leg
	<input checked="" type="checkbox"/>	Poor hearing in one or both ears		<input checked="" type="checkbox"/>	Deformity of hand, arm, foot, or leg
	<input checked="" type="checkbox"/>	Diabetes		<input checked="" type="checkbox"/>	Nervous or mental trouble of any kind
	<input checked="" type="checkbox"/>	Palpitation, chest pain or shortness of breath		<input checked="" type="checkbox"/>	Blackouts or epilepsy
	<input checked="" type="checkbox"/>	Dizziness or fainting spells		<input checked="" type="checkbox"/>	Sugar or albumin in urine
	<input checked="" type="checkbox"/>	Frequent or severe headaches		<input checked="" type="checkbox"/>	Excessive drinking habit (ALCOHOL)
<input checked="" type="checkbox"/>		High or low blood pressure		<input checked="" type="checkbox"/>	Other serious defects or diseases
	<input checked="" type="checkbox"/>	Drug or narcotic habit			
7. IF YOUR ANSWER IS "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, EXPLAIN FULLY IN THIS SPACE:  <i>Low blood pressure not sufficient to be disabling or require any restriction of activity, or medication.</i>					
8. (A) DO YOU WEAR GLASSES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (B) DO YOU WEAR CONTACT LENSES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
(C) DO YOU WEAR A HEARING AID? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
I certify that my answers above are full and true, and I understand that a false statement or dishonest answer to any question may be grounds for cancellation of my eligibility or my dismissal from the service and is punishable by law.					
SIGNATURE <i>H. Lynn Edwards</i>				DATE <i>4/30/56</i>	

## REVIEW AND CERTIFICATION BY DESIGNATED OFFICIAL

I certify that I have reviewed this physical fitness inquiry form and other available information regarding the physical condition of the applicant, and that I have made the following determination:

- ☐ There is no information on this form or otherwise available to indicate that the applicant should be referred for physical examination.
- ☐ On the basis of items checked on this form or other information, this applicant must be referred for physical examination before he is authorized to operate a Government-owned motor vehicle or his current authorization is renewed.
- ☐ Items checked on this form or otherwise available do not warrant referral for medical examination because of the following facts:

SIGNATURE OF DESIGNATED OFFICIAL

DATE

*C. Z. Smith*

5-22-56  
67-NET RECORDED-10  
THRES

41 MAY 31 1956

## PAST SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) <i>Edwards H. Lynn</i>		DATE <i>4-30-56</i>
DIVISION AND SECTION ASSIGNED <i>Administrative Div., Personnel Sec.</i>		POSITION TITLE <i>Special Agent</i>
THIS IS TO CERTIFY THAT I PRESENTLY <input checked="" type="checkbox"/> HOLD <input type="checkbox"/> DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.		
PERMIT ISSUED BY: (STATE, TERRITORY POSSESSION, DISTRICT) <i>Virginia</i>	PERMIT NUMBER <i>9E 757816</i>	PERMIT EXPIRES <i>5/31/59</i>
THIS IS AN <u>UNRESTRICTED</u> ( <del>RESTRICTED</del> ) PERMIT. (IF RESTRICTED, EXPLAIN BELOW) (STRIKE OUT ONE)		
THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY <u>40,000</u> MILES. DURING THIS TIME (A) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.		
* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.		<i>W. Lynn Edwards</i> SIGNATURE OF OPERATOR

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL) <i>SMITH, CHARLES Q.</i>		POSITION TITLE <i>SPECIAL AGENT</i>	DATE <i>5-22-56</i>
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:			
<input checked="" type="checkbox"/> CONTINUOUS SAFE DRIVING RECORD <input type="checkbox"/> INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **			
I CERTIFY THAT THIS EMPLOYEE IS:			
<input checked="" type="checkbox"/> QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS. <input type="checkbox"/> NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.			
REMARKS:			
* "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.		<i>C. Q. Smith</i> (SIGNATURE OF REVIEWING OFFICIAL)	

May 11, 1956

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

The attention of the Bureau has been directed to the fact that in the recent past you have reviewed and approved a number of items of Bureau correspondence without detecting nonsubstantive errors which they contained. It is most important that such errors in Bureau correspondence be eliminated.

Accordingly, the Bureau must insist that in the future you give more careful attention to this phase of your responsibilities so that there will be no further occasion for bringing such deficiencies to your attention.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

MC  
JLC:bak  
(5)

cc - Mr. Mohr (Personal Attention)

7104 210

Searched	INDEXED
COMM - FBI	
MAY 11 1956	MAY 15 1956
MAILED 26	
FEDERAL BUREAU OF INVESTIGATION	

Based on memo from J. P. Mohr to Mr. Tolson dated 5/8/56. EJC:eam.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

May 14, 1956

Personal and Confidential

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I feel you have done an especially fine job in connection with the establishment of the position of Confidential Clerk (Stenography), GS-5, for the Washington Field Office, and I want you to know how much I appreciate your efforts.

It is obvious you have maintained an excellent relationship with representatives of the Civil Service Commission and have obtained noteworthy cooperation from them. Such results could not have been realized without considerable forcefulness and enthusiasm on your part, and I certainly am pleased to commend you for a job well done.

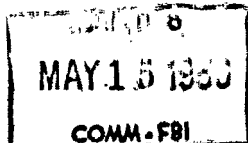
Sincerely yours,

J. Edgar Hoover

CC: Mr. Mohr (Personal Attention)

MOL:mol  
(4)

Based on memo Edwards to Mohr 5/9/56 HLE:lae and Director's notation.



Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosco \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED READING ROOM  
FBI  
MAY 15 11 56 AM '56

211

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>EDWARDS, HOWARD LYNN</b>		2. GRADE AND COMPONENT OR POSITION <b>Special Agent</b>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street, or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <b>Annual</b>	6. DATE OF EXAMINATION <b>5-22-56</b>
7. SEX <b>M</b>	8. RACE <b>W</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY    CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>5-14-15</b>	
13. PLACE OF BIRTH <b>Penna.</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>N.N.M.C.</b>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY	TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
18. CLINICAL EVALUATION (Check each item in appropriate column; enter "N" or "E" if not evaluated)		

NORMAL	ABNORMAL	
X		18. HEAD, FACE, NECK, AND SCALP
X		19. NOSE
X		20. SINUSES
X		21. MOUTH AND THROAT
X		22. EARS—GENERAL (Int. & ext. canals) (Audiometry usually under items 70 and 71)
X		23. DRUMS (Perforation)
X		24. EYES—GENERAL (Visual acuity and refraction under items 59, 60, and 61)
N	E	25. OPHTHALMOSCOPIC
X		26. PUPILS (Equality and reaction)
X		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
X		28. LUNGS AND CHEST (Include breasts)
X		29. HEART (Thrust, size, rhythm, sounds)
X		30. VASCULAR SYSTEM (Varicosities, etc.)
X		31. ABDOMEN AND VISCERA (Include hernia)
X		32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Fistulae if radiated)
X		33. ENDOCRINE SYSTEM
X		34. G-U SYSTEM
X		35. UPPER EXTREMITIES (Strength, range of motion)
X		36. FEET
X		37. LOWER EXTREMITIES (Strength, range of motion)
X		38. SPINE, OTHER MUSCULOSKELETAL
X		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
X		40. SKIN, LYMPHATICS
X		41. NEUROLOGIC (Equilibrium tests under item 70)
X		42. PSYCHIATRIC (Specify any personality deviation)

Females only	(Check how done)
	43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)

ENCLOSURE act

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively) O.—Restorable teeth    X.—Missing teeth    (X X 8).—Fixed bridge, brackets to include abutments I.—Nonrestorable teeth    XXX.—Replaced by dentures														REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES																																											
<table><tr><td>X</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>32</td><td>31</td><td>30</td><td>29</td><td>28</td><td>27</td><td>26</td><td>25</td><td>24</td><td>23</td><td>22</td><td>21</td><td>20</td><td>19</td></tr></table>														X		X	X							X				1	2	3	4	5	6	7	8	9	10	11	12	13	14	32	31	30	29	28	27	26	25	24	23	22	21	20	19	657-46 U 71084242	
X		X	X							X																																															
1	2	3	4	5	6	7	8	9	10	11	12	13	14																																												
32	31	30	29	28	27	26	25	24	23	22	21	20	19																																												

## LABORATORY FINDINGS

45. URINALYSIS: SP. GR. <b>1.008</b>			46. CHEST X-RAY (Place, date, film number, result) <b>Negative 047666</b>		47. SEROLOGY (Specify test used and result) <b>10 JUN, Negative</b>	
ALBUMIN <b>Neg.</b>	SUGAR <b>Neg.</b>	MICROSCOPIC <b>Neg.</b>	48. EKG <b>Normal</b>		49. BLOOD TYPE AND RH FACTOR <b>45</b>	
50. OTHER TESTS						

41 JUN 6 1956



MAY 21 1956

## MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 69		52. WEIGHT 168		53. COLOR HAIR Brown		54. COLOR EYES Hazel		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESSE <input type="checkbox"/>		56. TEMP.	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING	SYS. 106 DIAS. 64	RECUM- BENT	SYS. DIAS.	STANDING (3 min.)	SYS. DIAS.	SITTING	AFTER EXERCISE	2 MIN. AFTER	RECUMBENT	AFTER STANDING 3 MIN.	
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION			
RIGHT 20/ 25		CORR. TO 20/20		BY S.		CX		0.62M		CORR. TO BY	
LEFT 20/ 25		CORR. TO 20/20		BY S.		CX		0.62M		CORR. TO BY	
62. METEOROPHORIA. (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION RIGHT LEFT				64. COLOR VISION (Test used and result) AOC 1940 18/18				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION	
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WV 15 /13 SV 15 /13		LEFT WV 15 /13 SV 15 /13		250 850	500 818	1000 1084	2000 8048	3000 8808	4000 1008	8000 8198	
				RIGHT							
				LEFT							

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. PHYSICAL PROFILE

P	U	L	H	E	S

77. EXAMINEE (Check)

☒ IS☐ IS NOT

QUALIFIED FOR

strenuous physical exertion and use of firearms.

PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	E

79. TYPED OR PRINTED NAME OF PHYSICIAN

CAPT. MC, USN

SIGNATURE

/s/

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

/s/

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF AT-  
TACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised December 5, 1955)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (Item 71, audiometer examinations, should be afforded whenever possible.)
17	
62	
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee is qualified for strenuous physical exertion. (Designate which)  
(is or is not)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms? Does examinee have any defects prohibiting safe operation of motor vehicles?

No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

(Signature of Medical Examiner)

MAY 24 1956

(Date)

EDWARDS, H.L.

ENCLOSURE

57-171 084 212

b6  
b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 10-4-56

FROM : H. L. Edwards *JHE*

SUBJECT: TRAFFIC VIOLATION

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mason \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

Confirming information orally reported to you earlier today, this is to advise that at 1:22 A. M. this date I was given a traffic ticket for a violation described as "Passing a flashing redlight," the location being Reservoir Road and Foxhall Road, Northwest. At the time in question I was driving my personal car and returning from a social evening. There is a traffic light at this intersection which becomes a blinker after midnight. I was proceeding south on Foxhall Road and did not come to a complete dead stop at the intersection, but I slowed down and verified the fact that no traffic was coming in any direction and then proceeded through the intersection, shortly after which the cruiser car stopped me. No difficulty was encountered with the officer. I intend to post and forfeit the collateral on this charge rather than exercise the option of requesting any trial.

I regret that this incident occurred. It is the first traffic violation I have been cited for in twenty years of driving.

HLE:MAH  
 (2)

*JHE*  
*10/5*

RECORDED-135

171084-213

Searched	.....
Numbered	59
2 OCT 8 1956	
FEDERAL BUREAU OF INVESTIGATION	

*3/11C*

*145-*  
 66 OCT 10 1956

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9-7-56

I certify that I have received the following Government property for official use:

~~XXXXXX~~

Fourth Floor Master Key

137

6/1/56 NOT RECORDED
6 OCT 1 1956
READ

FILE

3-M

PER JLB

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

H. Lynn Edwards  
Very truly yours,  
H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9-11-56

I certify that I have received the following Government property for official use:

XXXXXXX  
returned

Fifth Floor Master Key

RETURNED

Grand Master Key

FILE

3-M

PER JLB

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

2 SEP 21 1956

Very truly yours,

*H. Lynn Edwards*  
H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~

INSPECTOR'S MANUAL # 49  
(issued 8-15-55)

RETURNED

*destroyed 8/30/56*

INSPECTOR'S MANUAL # 101  
(issued 4-7-52)

17

67- NOT RECORDED

7 SEP 19 1956

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

FILE

3-M

PER

Very truly yours,

*H. L. Edwards*  
*Mayd*

H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

6/14/56

I certify that I have received the following Government property for official use:

~~XXXXXX~~

Nurses' Manual #2

READ 40

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3-M

PER JLB

Very truly yours,

*H. L. Edwards*  
H. L. Edwards, SA

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr *hm*

DATE: June 29, 1956

FROM : *H. L. Edwards* *hlv*SUBJECT: 

Former Stenographic Employee  
Resigned 10-29-54  
GS 5 - \$3660

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

b6  
b7C

For record purposes this is to advise that under date of 6-19-56 I received a questionnaire from the International Cooperation Administration seeking my personal knowledge of the captioned former employee who is an applicant for a position with ICA. Serial 59 in  file indicates that her service record was given to them on 6-12-56. This is to advise that I have executed the questionnaire in my personal capacity and have indicated on it that it represented my personal opinion.

HLE:MAH  
(2)

RECORDED

13

58

0.5

67-438 314-60	
Searched	146
Numbered	146
2 JUL 2 1956	
FEDERAL BUREAU OF INVESTIGATION	



February 10, 1957

PERSONAL

Dear Mr. Edwards:

I am indeed happy to send you this note of congratulations on your Sixteenth Anniversary with the FBI. By your devotion to duty and dedicated efforts, you have made a worthwhile contribution to the accomplishments of this Bureau, and it is my sincere hope that we may have the benefit of your services in the Bureau for many more years.

Sincerely,

J. Edgar Hoover

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

JEH:tlc  
*er*

RECORDED-139

171084-214  
57

FEB 12 1957

*JFH*

FEB 14 10 40 AM '57

RECEIVED

SENT FROM D. O.	
TIME	9:07 AM
DATE	2-11-57
BY	<i>72</i>

17  
FEB 13 1957

son \_\_\_\_\_  
hols \_\_\_\_\_  
prman \_\_\_\_\_  
lmont \_\_\_\_\_  
by \_\_\_\_\_  
ns \_\_\_\_\_  
son \_\_\_\_\_  
hols \_\_\_\_\_  
prman \_\_\_\_\_  
lmont \_\_\_\_\_  
by \_\_\_\_\_  
ns \_\_\_\_\_

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR *jm*

DATE: 10/15/56

FROM : H. L. EDWARDS *HW*

SUBJECT:

Former Stenographer  
Resigned 10/29/54  
GS 5, \$3660 Per Annum

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

On 10/12/56 I interviewed  Investigator of the Civil Service Commission, who wanted to talk to me in view of the fact that the captioned former employee had given my name as a personal reference in connection with her application for employment at International Cooperation Administration. I understand she is now employed there.

I gave  the benefit of my personal knowledge  during the time she worked in the Administrative Division and, particularly, during the time that she was under  supervision and I informed  that my personal comments (which were favorable) were based on my personal observations and, in addition, I summarized her service record dates and her general service record as reflected in her personnel file.

b6  
b7C

This is submitted for record purposes only.

HLE:lae  
(2) *lae*

RECORDED-139

67-438314-65	
Searched	60
Numbered	60
2 OCT 16 1956	
FEDERAL BUREAU OF INVESTIGATION	

63

*HW*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

17-14-56

I certify that I have received the following Government property for official use:

~~XXXXXX~~

Position Classification Manual #76

77

37

10

10 10 46

FILE

3-M

PER

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

Very truly yours,

H. Lynn Edwards

February 12, 1957

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Mr. Tolson	✓
Mr. Nichols	✓
Mr. Boardman	
Mr. Belmont	
Mr. Mohr	
Mr. Parsons	
Mr. Rosen	
Mr. Tamm	
Mr. Trotter	
Mr. Nease	
Tele. Room	
Mr. Holloman	
Miss Gandy	✓

Dear Mr. Hoover:

Thank you so much for your thoughtful note on my sixteenth anniversary with the Bureau. It was an occasion for me again to realize what a privilege it has been to share a career under your inspiring leadership. All the "Whitehead" books and "career pamphlets" past, present, and future can never adequately portray the rich fruits of actual employment experience for those inclined to contribute an open mind and willingness to share your meritorious ideals and standards.

RECORDED-145

67-171084-215

I'd like to pass along an idea suggested by my stamp-collecting teen-age daughter as we discussed my anniversary last Sunday. She thought the FBI should have a commemorative postage stamp marking the Bureau's fiftieth anniversary in 1958. Personally, I think the idea is excellent and would be the least that should be done to highlight the "Golden Anniversary" of the institution you have given this nation.

If you find merit in this, I would consider it an honor to assist in any way I can.

Respectfully yours,

*H. Lynn Edwards*

Lynn Edwards

H. Lynn Edwards  
2707 Longstreet Court  
Falls Church, Virginia

*THRE* *4/26*

*nm*  
*ack-14-57*  
*RSE*

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: H. LYNN EDWARDS

Where Assigned: Administrative Personnel Section  
(Division) (Section, Unit)

Official Position Title: Personnel Officer

Rating Period: from April 1, 1956 to March 31, 1957

ADJECTIVE RATING: EXCELLENT  
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's  
Initials

*ME*

Rated by: *[Signature]* Assistant Director 3/31/57  
Signature Title Date

Reviewed by: *Ceyde a. Tolson* Associate Director 3/31/57  
Signature Title Date

Rating Approved by: \_\_\_\_\_  
Signature Title Date

TYPE OF REPORT

(X) Official  
(X) Annual

RECORDED-141

67-171 084-216  
Searched  
Numbered *47*  
( ) Administrative  
( ) 60-Day  
( ) Transfer  
( ) Separation from Service  
( ) Special  
10 MAY 2 1957  
FEDERAL BUREAU OF INVESTIGATION

4 MAY 3 1957  
*135*

3-*[initials]*

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

MAY 2 1957

2622 Filed on re-regulated by  
S. Hayes 5-2-57-88

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee H. LYNN EDWARDSTitle Personnel OfficerRating Period: from 4/1/56 to 3/31/57

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.

Rate items as follows:

- + Outstanding (exceeding excellent and deserving of special commendation).  
E Excellent.  
✓ Satisfactory (good or very good).  
- Unsatisfactory.  
O No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.
  - Any element rated "Unsatisfactory" must be supported by narrative comments.
  - An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- E (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic, consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.  
+ (14) Technical or mechanical skills.  
+ (15) Investigative ability and results:
  - Internal security cases
  - Criminal or general investigative cases
  - Fugitive cases
  - Applicant cases
  - Accounting cases- (16) Physical surveillance ability.

- + (17) Firearms ability.  
+ (18) Development of informants and sources of information.  
+ (19) Reporting ability:
  - Investigative reports
  - Summary reports
  - Memos, letters, wires  
(Consider: E conciseness; E clarity; E organization; E thoroughness; E accuracy; E adequacy and precision of leads; E administrative detail.)- (20) Performance as a witness.  
+ (21) Executive ability:
  - Leadership
  - Ability to handle personnel
  - Planning
  - Making decisions
  - Assignment of work
  - Training subordinates
  - Devising procedures
  - Emotional stability
  - Promoting high morale
  - Getting results
- (22) Ability on raids and dangerous assignments:
  - As leader
  - As participant
- (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
+ Dictation ability

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Bureau Personnel OfficerB. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Executive and administratorC. (1) Is employee available for general assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)D. 1. Has employee had an abnormal sick leave record during rating period? no 2. Has employee used more sick leave during rating period than earned during such period? no (If answer to either question is "Yes," explain in narrative comments.)E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No

If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING:

EXCELLENT

Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS

HEW

Mr. Edwards functions as the Personnel Officer for the Bureau. He performs his assignments in an excellent fashion and is regarded as an expert in the field of personnel administration.

During the rating period, Mr. Edwards received a letter of censure on May 11, 1956, since he reviewed and approved ten pieces of correspondence which contained non-substantive errors. These errors were detected before the correspondence left the Bureau. The letter of censure reflects, however, that Mr. Edwards was not as careful as he should have been in reviewing and approving mail.

On May 14, 1956, Mr. Edwards received a letter of commendation in connection with the expert manner in which he handled the establishment of the position of Confidential Clerk (Stenography), GS-5, for the Washington Field Office. This was accomplished as a result of Mr. Edwards' outstanding knowledge of the Classification Act and its application to the work of the Bureau, as well as his excellent relationship with representatives of the Civil Service Commission. The position established in the Washington Field Office has been extended throughout the field and has proven to be a very important factor in increasing morale among our clerical employees in the field.

Mr. Edwards has participated as a Bureau representative in the United Givers Fund which was tried out as a Government-wide experiment during the past rating year and he has done a tremendous amount of work to make the program a success in the Bureau, as well as to insure that the Bureau's interests are fully protected. During the rating year, the Director approved Mr. Edwards' accepting a nomination to the Board of Directors of the United Givers Fund. Mr. Edwards was subsequently elected to a three-year term, which expires in 1960. This action on the part of the United Givers Fund represents a tribute to Mr. Edwards and the work he has done for that organization.

I have always been impressed by the intelligent and understanding way in which Mr. Edwards endeavors to handle personnel problems confronting the Bureau. He exercises a vast amount of initiative and aggressiveness in advancing personnel administration in the Bureau. His excellent outside contacts have helped immeasurably in protecting the Bureau's interests and these contacts have been particularly helpful at the Civil Service Commission.

Mr. Edwards is a sincere, loyal employee who has a great deal of executive ability. In view of the contributions he is able to make to the Bureau, he should be retained in his present capacity although he has the capacity and capabilities of handling field executive assignments.

thw



February 14, 1957

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

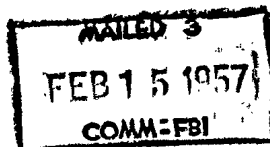
Your most thoughtful note of February 12, 1957, has been received, and I wish to express my gratitude for your very generous remarks.

I think the suggestion made through you by your daughter is an excellent one and indicative of the considerateness which characterizes our FBI family. You may be interested in knowing, however, that this suggestion has previously been submitted and will be given consideration as we near 1958.

Sincerely yours,

J. Edgar Hoover

FEB 14 1 05 PM '57  
REC'D-READING ROOM  
FBI



Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RGE:agp  
(3)

FEB 28 1957

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: April 12, 1957

FROM : H. L. Edwards *HL Edwards*SUBJECT: REQUEST FOR PERMISSION TO  
BE SPEAKER AT COMMENCEMENT

Tolson	✓
Belmont	✓
Mohr	✓
Parsons	✓
Rosen	✓
Tamm	✓
Nease	✓
Winterrowd	✓
Tele. Room	✓
Holloman	✓
Gandy	✓

Today I received a phone call from a college classmate, [redacted] who is the recently appointed [redacted] the Shippensburg, Pennsylvania, High School. This school has a total enrollment of 440 high school students and a senior class this year numbering 110 graduates. [redacted] asked me if I would be able to accept their invitation to be their Commencement speaker this year at the Commencement scheduled for Thursday evening, May 23, 1957. He said that he was calling following his conference with the School Superintendent, [redacted]. The topic would be discretionary with me.

I told [redacted] that I would have to check and contact him later as to whether it would be possible to accept.

RECORDED

67-171 084-217

[redacted] mentioned that the school would want to pay for a speaker but I told him that in the event it was possible for me to accept, I would not be able to accept any fee and would not want any.

4 JUN 4 1957

Shippensburg, Pennsylvania, is about a three-hour drive from Washington. The town is located about 22 miles from Carlisle, Pennsylvania, where I attended college and law school. If there is no objection to accepting this invitation, I would travel there in my own automobile at no expense to the Bureau.

THREE

Matt

## RECOMMENDATION:

That I be permitted to accept [redacted] invitation. If so, I will advise him accordingly.

HLE:MAH  
(3)

CC: Mr. Nichols

*HL Edwards*  
*4/12*  
*done*

*Handled as scheduled*  
*7/13/57*  
*memo*  
*5-29-57*  
*H-13/*

12  
JUN 10 1957

# 'Simplify' is Success Secret, FBI Agent Tells SASHS Graduates; 113 Get Diplomas

"The workaday world will pay dividends for those able to do things simply—but well," H. Lynn Edwards of the Federal Bureau of Investigation in Washington, D. C. told members of the 1957 graduating class at Shippensburg Area senior high school Thursday night.

An overflow crowd more than filled the senior high auditorium for this 75th annual commencement program.

Diplomas were presented to 113 members of the class including 23 honor students; seven boys and 16 girls.

Twenty one special awards, including cash prizes and scholarships worth \$270 were given out by R. Todd Lloyd superintendent of schools.

## Honor Students

Honor students were James C.

Baer, George W. Baker Jr., Shirley Ann Brinkerhoff, Glenda M. Coy, Gretchen A. Cressler, Joyce A. Eberly, Donna L. Gephart, Virginia G. Geyer, Donald G. Haulman, Fay M. Hensel, Isabel G. Höck, R. Marilyn Högg, Carroll E. Kann, Rachel A. Kegerreis, Kathryn L. Leberknight, Mary A. Long, Clyde E. Mellott Jr., Joan M. Parr, Dallas E. Rea, Mary P. A. Sheaffer, Vickie A. Sowers, Kenneth E. Thrush and Margaret A. Watson.

Speaking on the subject, "The Three S's in Success," Mr. Edwards gave them as "Simplify! Simplify! Simplify!"

"Life is a frittered-away by too much detail . . . Simplify. Break a task down into simple fundamentals," he told the class members and their families and friends.

"Whenever possible, concentrate

on direct, positive action . . . Meet that deadline, whenever reasonable . . .

## To Simplify Means

"To, simplify means to write clearly and concisely . . . To simplify means to act sincerely, particularly in the business of choosing a career . . . To simplify means to practice self discipline . . . Self discipline is not a big hurdle . . . it is just a bundle of good habits," the FBI personnel director stated.

The need for self discipline was stressed particularly by the FBI man who pointed out that juvenile crime was up 17 per cent in the past year, yet the youth population was up only 2.6 per cent. Almost half the major crimes in this country are committed by people under 18 years of age, he said.

The problem of juvenile delin-  
(Continued on Page Seven)

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mason \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Nease \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*file*

(Continued from Page One)

quency he classed as a companion one with juvenile crime, a problem, he said includes such phases as bad books, bad movies, dope, drugs and communism.

## Need Self Discipline

"We can wage a battle against these juvenile problems, but the place to begin is to set an example of self discipline," he said.

Mr. Edwards concluded with the advice not to be discouraged or dismayed, pointing out that, as young people they had one priceless thing—their youth.

The speaker was introduced by A. P. Drayer, high school principal who had been a classmate of his at Dickinson college. Mr. Drayer noted that the speaker was a 1936 graduate of Dickinson college, a 1939 graduate of the Dickinson Law school and had been with the FBI since 1941 and is now classified as a special agent and personnel officer.

## Urges Broader View

Later, Mr. Drayer, in presenting the seniors to Norman E. King, joint board president, for diplomas, spoke briefly on the class motto, "The higher we rise, the broader the view," urging the graduates to take their rightful places in society.

Mr. King presented the diplomas as Harry Jacobs, assistant principal, read the roll.

Mr. Lloyd in presenting the many awards, congratulated the class members on their achievement and the parents for their part in this accomplishment. A complete list of these awards appears in a separate story in this issue.

## Students Participate

George Baker, senior class president, welcomed the group.

Carl Dunlap, vice president, responded following the presentation of diplomas. "May we be honest and fair in the game of life," he concluded.

Special music included solos, Prayer Perfect by Speaks, sung by Dona Hoch, and Prelude from "The Cycle of Life" by Landon-Ronald, sung by Joan Parr. Theresa Cocklin accompanied at the piano.

Rev. Walter M. Burkholder of Orrstown offered the invocation and pronounced the benediction.

The high school orchestra under direction of Vernon E. Dyer played Pomp and Circumstance by Elgar, Woodhouse as processional and United Liberty March by Losey as recessional.

Wash. Post and Times Herald \_\_\_\_\_  
Wash. News \_\_\_\_\_  
Wash. Star \_\_\_\_\_  
N. Y. Herald Tribune \_\_\_\_\_  
N. Y. Mirror \_\_\_\_\_  
N. Y. Daily News \_\_\_\_\_  
Daily Worker \_\_\_\_\_  
The Worker \_\_\_\_\_  
New Leader \_\_\_\_\_  
The News-Chronicle \_\_\_\_\_  
Shippensburg, Pa. \_\_\_\_\_  
Date May 28, 1957

*file*

RECORDED

4 JUN 11 1957

*H. L. Edwards*  
*John*  
*Ma Jones*  
*Lee*

# FBI Aide Talks To Graduates

SHIPPENSBURG—H. Lynn Edwards, personnel officer for the FBI, spoke on "The Three S's in Success" at commencement exercises this week in Shippensburg Area High School auditorium.

Edwards, a graduate of Dickinson College and Law School, has been with the FBI since 1941. He was introduced by Principal J. P. Drayer.

Diplomas were presented to the seniors by Norman King, school board president. R. Todd Lloyd, school superintendent, announced special awards.

George Baker, class president, gave the address of welcome and Carl Dunlap, vice-president, delivered the response after presentation of diplomas.

Honor students are Shirley Brinkerhoff, Glenda Coy, Gretchen Cressler, Joyce Eberly, Donna Gephart, Virginia Geyer, Fay Hensel, Isabel Hock, Marilyn Hogg, Rachel Kegerreis, Kathryn Leberknight, Mary Ann Long, Joan Parr, Mary Shaeffer, Vickie Sowers, Margaret Watson, James Baer, George Baker, Don Haulman, Carroll Kann, Clyde Mellot, Dallas Rea and Kenneth Thrush.

PHILADELPHIA, PA.

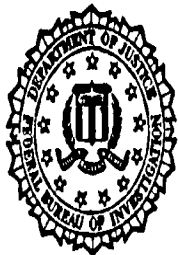
INQUIRER \_\_\_\_\_  
 BULLETIN \_\_\_\_\_  
 DAILY NEWS \_\_\_\_\_  
The Evening News  
Harrisburg, Pa.  
 DATE 5/25/57  
 EDITION \_\_\_\_\_  
 PAGE 3  
 COLUMN 3  
 EDITOR JAMES R. BORAN  
 TITLE OF CASE \_\_\_\_\_

67-NOT RECORDED

SEARCHED	INDEXED
SERIAL	72
MAY 27 1957	
FBI - PHILADELPHIA	
Bureau	

*2/*  
*ph*

10 JUN 10 1957



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Constance M. Edwards Relationship Wife Date 6-3-57  
Primary in case wife not living  
 Address Same as mine Daughter b6 b7C

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

67 - NOT RECORDED  
 Name same Relationship \_\_\_\_\_ Date \_\_\_\_\_  
5 JUN 4 1957  
 Address \_\_\_\_\_

Very truly yours,

*H. Lynn Edwards*  
 Special Agent

JUN 3 1957

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3-26-57

I certify that I have received the following Government property for official use:

~~returned~~

Royal Portable Typewriter #D-3404556

RETURNED

ROYAL PORTABLE TYPEWRITER # RA-2775982

FILE

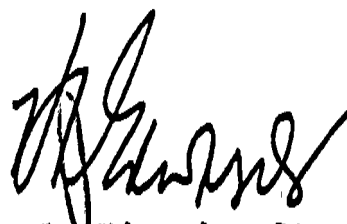
3-M

PER JLB

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

  
H. L. Edwards, SA

1. Agency and organizational designation <b>F.B.I., U. S. Dept. of Justice</b>				2. Pay roll		3. Block No.		4. Slip No. <b>5044</b>		
5. Employee's name (and social security account number when appropriate) <b>MR. H. LYNN EDWARDS SA 09269</b>				6. Grade and salary <b>GS 16 \$13,115</b>						
<b>PAY ROLL CHANGE DATA</b>										
		BASE PAY	OVERTIME	GROSS PAY		RET.	TAX	BOND	F. I. C. A.	NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										
10. Remarks:  <div style="text-align: center; font-size: 2em; font-weight: bold;">41 MAY 17 1957</div>						11. Appropriation(s)  <div style="text-align: center; font-size: 4em; font-weight: bold;">4</div>		12. Prepared by  <div style="text-align: center; font-size: 2em; font-weight: bold;">9</div>		
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase										
14. Effective date <b>6-2-57</b>		15. Date last equivalent increase <b>12-4-55</b>		16. Old salary rate <b>\$12,900</b>		17. New salary rate <b>\$13,115</b>		18. Performance rating is satisfactory or better.		
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s)										
<input checked="" type="checkbox"/> No excess LWOP    Total excess LWOP										
(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.										
Signature or other authentication								Initials of Clerk <b>MA/mb</b>		
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102										

PAY ROLL CHANGE SLIP—PERSONNEL COPY

3/4/57

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 4/12/57

FROM : H. L. Edwards *HL*

SUBJECT: EMPLOYMENT OF THE PHYSICALLY HANDICAPPED

Tolson  
Nichols  
Boardman  
Belmont  
Mohr  
Parsons  
Rosen  
Tamm  
Trotter  
Tele. Room  
Holoman  
Gandy

*GENERAL COMMITTEE*

[redacted] Personnel Officer of the Department, in a memorandum to the Director dated 4/8/57 referred to Departmental Circular No. 903 of the U. S. Civil Service Commission which provides for the designation of a coordinator for the employment of the physically handicapped. [redacted] enclosed a copy of the circular and requested the Bureau to designate a coordinator whose identity should be furnished to the Department not later than 4/22/57. He explained that a coordinator has been designated for the Department and that an additional coordinator is to be designated for each bureau and large field establishment. [redacted] explained that the level of the coordinator should be such as to insure full cooperation in this program.

b6  
b7c

*HL Edwards J. P. Mohr*

The Civil Service circular referred to above set out the comments of the President made before the 1955 Annual meeting of the President's Committee on Employment of the Physically Handicapped. In summary, the President's statement pointed out that equal opportunity should be afforded physically handicapped persons and that there should be no discrimination, such individuals just as there should be no discrimination on the basis of race, color, religion, and so on. The President explained that many of the physically handicapped are anxious to fill their place in society and that the fact that such individuals may be minus a limb or one of his senses should not deter consideration for Government employment. The Civil Service bulletin set out the statistics regarding the percentage of physically handicapped persons employed in the Government and these figures reflect a downward trend in the employment of such individuals. The designation of coordinators in connection with this program is to insure full consideration of physically handicapped persons in selective placement. It will be the duty of the coordinator to insure full consideration of such persons in his own agency and to maintain liaison with other agencies in the fields of placement or rehabilitation. Such coordinating duties are to be handled along with the regular duties of the coordinator. As pointed out [redacted] in his memorandum, the Civil Service Commission requested that the level of the coordinator be such as to insure full cooperation in the program.

RECORDED-145

67-178-631

So far as the Bureau is concerned, the Director has always been insistent on fair and equal treatment of all applicants. We have a number of physically handicapped employees at the present time who have been able to perform their duties in a completely satisfactory manner. In view of the President's interest in this program and the Civil

Enclosure *Re: HL*  
EJ:klm (5) *KL*

FEDERAL BUREAU OF INVESTIGATION

b6  
b7c

Mr. Nichols (Attention: Mr. Leonard)



4/12/57

Memo to Mohr  
Re: Employment of the Physically Handicapped

Service Commission's request to the Department, it is felt that the proper person to coordinate this program for the Bureau would be the Assistant Director of the Administrative Division. Since all Bureau employees are approved for appointive action at the Seat of Government, it is necessary for us to designate only one coordinator for the entire Bureau. It may be that meetings will be called from time-to-time in connection with the program and, for this reason, it is believed desirable that I, as the Bureau's Personnel Officer, be designated alternate coordinator to act in your absence.

We will continue to be particularly alert in the Applicant Recruitment Unit to give every possible consideration to physically handicapped persons seeking employment with the Bureau to insure that no such deserving person is overlooked. The Bureau presently maintains records of physically handicapped persons who are employed and this practice will be continued.

RECOMMENDATION:

It is recommended that the attached memorandum <sup>more</sup> [redacted] <sup>Edwards.</sup> advising the Department of your designation as the Bureau's coordinator and my designation as alternate coordinator in this matter be approved.

b6  
b7C

EJH  
acm

OK.  
H

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME (Type or print) Edwards, Howard Lynn		2. GRADE AND COMPONENT OR POSITION Special Agent	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION Annual	6. DATE OF EXAMINATION June 3, 1957
7. SEX M	8. RACE W	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH 5-14-15	
13. PLACE OF BIRTH Penna.		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS NMMC		16. OTHER INFORMATION	

17. RATING OR SPECIALTY

CLINICAL EVALUATION		TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
<b>NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)</b>			
NORMAL	ABNORMAL	(Check each item in appropriate column; enter "N" or "E" if not evaluated)	
		18. HEAD, FACE, NECK, AND SCALP	
		19. NOSE	
		20. SINUSES	
		21. MOUTH AND THROAT	
		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
		23. DRUMS (Perforation)	
		24. EYES—GENERAL (Visual acuity and refraction under items 59, 60, and 61)	
NE		25. OPHTHALMOSCOPIC	
		26. PUPILS (Equality and reaction)	
		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
		28. LUNGS AND CHEST (Include breasts)	
		29. HEART (Thrust, size, rhythm, sounds)	
		30. VASCULAR SYSTEM (Varicosities, etc.)	
		31. ABDOMEN AND VISCERA (Include hernia)	
		32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)	
		33. ENDOCRINE SYSTEM	
		34. G-U SYSTEM	
		35. UPPER EXTREMITIES (Giving a range of motion)	
		36. FEET	
		37. LOWER EXTREMITIES (Exempt feet) (Strength range of motion)	
		38. SPINE, OTHER MUSCULOSKELETAL	
		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
		40. SKIN, LYMPHATICS	
		41. NEUROLOGIC (Equilibrium tests under item 78)	
		42. PSYCHIATRIC (Specify any personality deviation)	
Females only		(Check how done)	
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)		REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES
O.—Restorable teeth /—Nonrestorable teeth X—Missing teeth XXX—Replaced by dentures (6 X 5).—Fixed bridge, brackets to include abutments		
R	X 2 X 4 X 5 6 7 8 9 10 11 12 X 14 15 X6	JUN 21 1957 meets dental standards. F. A. BUREAU OF INVESTIGATION
I	32 31 30 X 27 26 25 24 23 22 21 20 X 18 X7	

45. URINALYSIS: SP. GR. 1.009			46. CHEST X-RAY (Place, date, film number, result)	47. SEROLOGY (Specify test used and result)
ALBUMIN Neg.	SUGAR Neg.	MICROSCOPIC Neg.	Negative 019751	Kahn, Negative
48. EKG Normal		49. BLOOD TYPE AND RH FACTOR A Pos.	50. OTHER TESTS	

JUN 20 1957

## MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 69		52. WEIGHT 176		53. COLOR HAIR Brown		54. COLOR EYES Hazel		55. BUILD. SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBESSE <input type="checkbox"/>		56. TEMP.	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING SYS. 110 DIAS. 62		RECUM- BENT SYS. DIAS.		STANDING (3 min.) SYS. DIAS.		SITTING 72		AFTER EXERCISE		2 MIN. AFTER	
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION							
RIGHT 20/ 50		CORR. TO 20/ 30		BY lens S CX		0.62m		CORR. TO		BY	
LEFT 20/ 60		CORR. TO 20/ 50		BY lens S CX		0.62m		CORR. TO		BY	
62. METEOPHORIA (Specify distance) ES° EX° R. M. L. M. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION RIGHT LEFT				64. COLOR VISION (Test used and result) AOC 1940 18/18				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS			
69. INTRAOCULAR TENSION											
70. HEARING		71. AUDIOMETER						72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)			
RIGHT WV 15 715 SV 15 715		250 500 1000 2000 3000 4000 5000 6000 7000 8000 9000 10000									
LEFT WV 15 715 SV 15 715		RIGHT LEFT									

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

*Mr. H. L. Edwards advised 11-18-57 vision corrected.*  
*759.*

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check) ☒ IS QUALIFIED FOR **Strenuous Physical Exertion and use of Firearms.**  
☐ IS NOT QUALIFIED FOR

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

# REPORT OF MEDICAL HISTORY

THIS INFORMATION IS FOR OFFICIAL USE ONLY AND WILL NOT BE RELEASED TO UNAUTHORIZED PERSONS

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>Edwards, Howard Lynn</b>				2. GRADE AND COMPONENT OR POSITION		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)				5. PURPOSE OF EXAMINATION <b>Annual</b>		6. DATE OF EXAMINATION <b>June 3, 1957</b>	
7. SEX <b>M</b>	8. RACE <b>W</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE		11. ORGANIZATION UNIT		
12. DATE OF BIRTH <b>14 May 1915</b>		13. PLACE OF BIRTH <b>Pennsylvania</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN			
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>NNMC</b>				16. OTHER INFORMATION			
17. STATEMENT OF EXAMINEE'S PRESENT HEALTH IN OWN WORDS. (Follow by description of past history, if complaint exists)  <b>Normal</b>							

18. FAMILY HISTORY					19. HAS ANY BLOOD RELATION (Parent, brother, sister, other) OR HUSBAND OR WIFE			
RELATION	AGE	STATE OF HEALTH	IF DEAD, CAUSE OF DEATH	AGE AT DEATH	YES	NO	(Check each item)	RELATION(S)
FATHER	67	Good				X	HAD TUBERCULOSIS	
MOTHER			Auto Accident	52			HAD SYPHILIS	
SPOUSE	38	Good					HAD DIABETES	
BROTHERS	43	Good					HAD CANCER	
AND	37						HAD KIDNEY TROUBLE	
SISTERS	35						HAD HEART TROUBLE	
	33						HAD STOMACH TROUBLE	
CHILDREN	15	Good					HAD RHEUMATISM (Arthritis)	
							HAD ASTHMA, HAY FEVER, HIVES	
							HAD EPILEPSY (Fits)	
							COMMITTED SUICIDE	
							BEEN INSANE	

20. HAVE YOU EVER HAD OR HAVE YOU NOW (Place check at left of each item)											
YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)	YES	NO	(Check each item)
	X	SCARLET FEVER, ERYSIPELAS		X	GOITER		X	TUMOR, GROWTH, CYST, CANCER		X	"TRICK" OR LOCKED KNEE
X		DIPHTHERIA		X	TUBERCULOSIS		X	RUPTURE			FOOT TROUBLE
	X	RHEUMATIC FEVER		X	SOAKING SWEATS (Night sweats)		X	APPENDICITIS		X	NEURITIS
	X	SWOLLEN OR PAINFUL JOINTS		X	ASTHMA		X	PILES OR RECTAL DISEASE		X	PARALYSIS (Inc. infantile)
	X	MUMPS		X	SHORTNESS OF BREATH		X	FREQUENT OR PAINFUL URINATION		X	EPILEPSY OR FITS
	X	WHOOPING COUGH		X	PAIN OR PRESSURE IN CHEST		X	KIDNEY STONE OR BLOOD IN URINE		X	CAR, TRAIN, SEA, OR AIR SICKNESS
	X	FREQUENT OR SEVERE HEADACHE		X	CHRONIC COUGH (Cigarette)		X	SUGAR OR ALBUMIN IN URINE		X	FREQUENT TROUBLE SLEEPING
X		DIZZINESS OR FAINTING SPELLS		X	PALPITATION OR POUNDING HEART		X	BOILS		X	FREQUENT OR TERRIFYING NIGHTMARES
	X	EYE TROUBLE		X	HIGH OR LOW BLOOD PRESSURE		X	VENEREAL DISEASE		X	DEPRESSION OR EXCESSIVE WORRY
	X	EAR, NOSE OR THROAT TROUBLE		X	CRAMPS IN YOUR LEGS		X	RECENT GAIN OR LOSS OF WEIGHT		X	LOSS OF MEMORY OR AMNESIA
	X	RUNNING EARS		X	FREQUENT INDIGESTION		X	ARTHRITIS OR RHEUMATISM		X	BED WETTING
	X	CHRONIC OR FREQUENT COLDS		X	STOMACH, LIVER OR INTESTINAL TROUBLE		X	BONE, JOINT, OR OTHER DEFORMITY		X	NERVOUS TROUBLE OF ANY SORT
	X	SEVERE TOOTH OR GUM TROUBLE		X	GALL BLADDER TROUBLE OR GALL STONES		X	LAMENESS		X	ANY DRUG OR NARCOTIC HABIT
	X	SINUSITIS		X	JAUNDICE		X	LOSS OF ARM, LEG, FINGER, OR TOE		X	EXCESSIVE DRINKING HABIT
	X	HAY FEVER		X	ANY REACTION TO SERUM, DRUG OR MEDICINE		X	PAINFUL OR "TRICK" SHOULDER OR ELBOW		X	HOMOSEXUAL TENDENCIES

21. HAVE YOU EVER (Check each item)				22. FEMALES ONLY: A. HAVE YOU EVER—		B. COMPLETE THE FOLLOWING:	
X		WORN GLASSES			BEEN PREGNANT		AGE AT ONSET OF MENSTRUATION
X		WORN AN ARTIFICIAL EYE			HAD A VAGINAL DISCHARGE		INTERVAL BETWEEN PERIODS
X		WORN HEARING AIDS			BEEN TREATED FOR A FEMALE DISORDER		DURATION OF PERIODS
X		STUTTERED OR STAMMERED			HAD PAINFUL MENSTRUATION		DATE OF LAST PERIOD
X		WORN A BRACE OR BACK SUPPORT			HAD IRREGULAR MENSTRUATION		QUANTITY: <input type="checkbox"/> NORMAL <input type="checkbox"/> EXCESSIVE <input type="checkbox"/> SCANTY
23. HOW MANY JOBS HAVE YOU HAD IN THE PAST THREE YEARS? <b>One</b>		24. WHAT IS THE LONGEST PERIOD YOU HELD ANY OF THESE JOBS? MONTHS <b>16 years</b>		25. WHAT IS YOUR USUAL OCCUPATION? <b>Administrative</b>		26. ARE YOU (Check one) <input checked="" type="checkbox"/> RIGHT HANDED <input type="checkbox"/> LEFT HANDED	

ENCLOSURE

67-171084-218

YES	NO	CHECK EACH ITEM YES OR NO. EVERY ITEM CHECKED "YES" MUST BE FULLY EXPLAINED IN BLANK SPACE ON RIGHT
		27. HAVE YOU BEEN UNABLE TO HOLD A JOB BECAUSE OF:
	X	A. SENSITIVITY TO CHEMICALS, DUST, SUNLIGHT, ETC.
	X	B. INABILITY TO PERFORM CERTAIN MOTIONS
	X	C. INABILITY TO ASSUME CERTAIN POSITIONS
	X	D. OTHER MEDICAL REASONS (If yes, give reasons)
	X	28. HAVE YOU EVER WORKED WITH RADIOACTIVE SUBSTANCE?
	X	29. DID YOU HAVE DIFFICULTY WITH SCHOOL STUDIES OR TEACHERS? (If yes, give details)
	X	30. HAVE YOU EVER BEEN REFUSED EMPLOYMENT BECAUSE OF YOUR HEALTH? (If yes, state reason and give details)
	X	31. HAVE YOU EVER BEEN DENIED LIFE INSURANCE? (If yes, state reason and give details)
X		32. HAVE YOU HAD, OR HAVE YOU BEEN ADVISED TO HAVE, ANY OPERATIONS? (If yes, describe and give age at which occurred)
	X	33. HAVE YOU EVER BEEN A PATIENT (committed or voluntary) IN A MENTAL HOSPITAL OR SANATORIUM? (If yes, specify when, where, why, and name of doctor, and complete address of hospital or clinic)
X		34. HAVE YOU EVER HAD ANY ILLNESS OR INJURY OTHER THAN THOSE ALREADY NOTED? (If yes, specify when, where, and give details)
	X	35. HAVE YOU CONSULTED OR BEEN TREATED BY CLINICS, PHYSICIANS, HEALERS, OR OTHER PRACTITIONERS WITHIN THE PAST 5 YEARS? (If yes, give complete address of doctor, hospital, clinic, and details)
	X	36. HAVE YOU TREATED YOURSELF FOR ILLNESSES OTHER THAN MINOR COLDS? (If yes, which illnesses)
	X	37. HAVE YOU EVER BEEN REJECTED FOR MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date and reason for rejection)
	X	38. HAVE YOU EVER BEEN DISCHARGED FROM MILITARY SERVICE BECAUSE OF PHYSICAL, MENTAL, OR OTHER REASONS? (If yes, give date, reason, and type of discharge: whether honorable, other than honorable, for unfitness or unsuitability)
	X	39. HAVE YOU EVER RECEIVED, IS THERE PENDING, HAVE YOU APPLIED FOR, OR DO YOU INTEND TO APPLY FOR PENSION OR COMPENSATION FOR EXISTING DISABILITY? (If yes, specify what kind, granted by whom, and what amount, when, why)

- Appendectomy - age 10 - normal

- Prostatitis - 1956 - cleared by antibiotics and massages

I CERTIFY THAT I HAVE REVIEWED THE FOREGOING INFORMATION SUPPLIED BY ME AND THAT IT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE ANY OF THE DOCTORS, HOSPITALS, OR CLINICS MENTIONED ABOVE TO FURNISH THE GOVERNMENT A COMPLETE TRANSCRIPT OF MY MEDICAL RECORD FOR PURPOSES OF PROCESSING MY APPLICATION FOR THIS EMPLOYMENT OR SERVICE.

TYPED OR PRINTED NAME OF EXAMINEE

SIGNATURE

EDWARDS, HOWARD LYNN

s/H. Lynn Edwards

40. PHYSICIAN'S SUMMARY AND ELABORATION OF ALL PERTINENT DATA (Physician shall comment on all positive answers in items 30 thru 39)

History of dizziness, low B/P, appendectomy, prostatitis no symptoms

TYPED OR PRINTED NAME OF PHYSICIAN OR EXAMINER	DATE	SIGNATURE	NUMBER OF ATTACHED SHEETS
CAPT, M. J. USN	Jun 3 1957	s	b6 b7c

ATTACHMENT TO STANDARD FORM 88  
(Revised July 25, 1956)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (Item 71, audiometer examinations,
17	should be afforded whenever possible.)
62	
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X-ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee is qualified for strenuous physical exertion. (Designate which)  
(is or is not)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

1. Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms? ☐ Yes ☒ No

2. Does examinee have any defects prohibiting safe operation of motor vehicles? ☐ Yes ☒ No

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

(Signature of Medical Examiner)

JUN 11 1957

(Date)

EDWARDS, H. Lynn

ENCLOSURE

67-171084-218

b6  
b7C

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

June 11, 1957

I certify that I have received the following Government property for official use:

~~nothing~~ received

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-58

DESTROYED

D. C. OFFICIAL PARKING PERMIT, Expires 6-30-57

3/11

READ

56

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

9 JUN 12 1957

Very truly yours,

*H. L. Edwards*  
H. L. EDWARDS

HOWARD LYNN EDWARDS  
67-171084-219 IN THIS FILE SKIPPED DURING  
SERIALIZATION.

12

2-8-60



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

6/20/57

I certify that I have ~~received~~ the following Government property for official use:  
returned

Operations and Procedures Manual on Personnel Matters # 232

FILE  
3-M

PER da

READ - NOT RECORDED  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

Very truly yours,

*H. Lynn Edwards*  
H. Lynn Edwards

July 5, 1957

Personal and Confidential

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

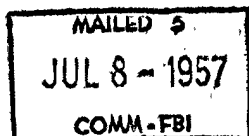
I want to express my appreciation to you for your splendid services in connection with the revision of the fingerprint classification standards covering the Technical and Latent Fingerprint Sections of the Identification Division.

Your highly capable performance in the overall supervision of this involved project, including your effective liaison with the Civil Service Commission, was of immeasurable benefit in the successful completion of this matter. I am indeed impressed by the excellent work done in this instance and am happy to commend you.

Sincerely yours,  
J. Edgar Hoover

CC: Mr. Mohr (Personal Attention)

CRD:hwc  
(4)



JUL 16 1957

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Room \_\_\_\_\_

07-171149-220  
SEARCHED  
INDEXED  
SERIALIZED  
FILED  
JUL 5 1957  
FBI - BOSTON  
RECEIVED READING ROOM  
JUL 29 PM '57

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 7-3-57

FROM : H. L. Edwards

SUBJECT: SERVICE AWARD LETTERS  
BRIEF CARD

Suggestion # 7-58 Form 3-341

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

At the present time a brief card is attached to Service Award letters being routed through channels for approval and signature before mailing to the employee. This card varies in size from three by five inches to four by six inches depending on the amount of information summarized. A small pink notice is clipped to the card instructing that the letter be forwarded through channels by special messenger. A separate pink notice is stapled to the card requesting that the letter be returned to an individual in the Personnel Services Unit after approval and signature. A sample card with notices is attached.

It is suggested that a single piece of pink paper, four by six inches in size be substituted for the brief card and notices presently being used. This pink paper will have printed thereon the notice to forward by special messenger and the notice concerning the returning of the letter after approval. A sample is attached. Although the sample is on white paper, it can be printed on pink paper.

This suggestion will eliminate wasted motion in stapling and clipping notices to the brief card and will present a much neater appearance.

**RECOMMENDATION:**

RECORDED - 40

INDEXED 40

It is recommended that the suggested form be approved for use in briefing employees, records in connection with Service Award letters and that this memorandum be referred to the Training and Inspection Division for handling.

**Enclosures (2)**

JBA:aim  
(2)

JUL 31 1957 4.82

X 105

**PL. 01125**

66-5493-3684

ing. 171 084-221

*[Handwritten signature]*

22 11-26 1971

7 JUL 2 1964

Presented to the Board of Directors of the  
Federal Reserve Bank of New York

November 4, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

The tremendous success enjoyed by the Bureau in far exceeding its goal in the current United Givers Fund drive has given me immense pleasure and I want you to know how deeply grateful I am for the heavy responsibilities assumed by you in this drive.

I know how an undertaking of this nature not only requires the utmost in teamwork among all employees but requires real inspirational direction and guidance such as that manifested by you as chairman of the working committee. Your enthusiastic and effective work was a major reason for our "going over the top" within a few days after the campaign got under way. Congratulations for a most commendable job.

Sincerely yours,

J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

MAILED 4  
NOV 4 1957  
COMM-FBI

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

CRD:let  
(4)

MAIL ROOM ☐

Edwards, H. Lynn

6 til 2-10-56

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 16-48999-1 Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY				COMPENSATORY TIME RECORD			
		TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.			TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.	W-AVL-SUSPENDED				PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.
		HRS.	TOTAL		HRS.	TOTAL				HRS.	TOTAL		HRS.	TOTAL		HRS.	TOTAL	DATE	TYPE				
JANUARY								JULY															
FEBRUARY								AUGUST															
MARCH								SEPTEMBER															
APRIL								OCTOBER								REMARKS							
MAY								NOVEMBER												YEARLY SUMMARY (HOURS)			
								DECEMBER												ITEM	ANNUAL	SICK	
																			BAL. FORWARDED				
																			YR. ACCRUAL				
																			TOTAL				
																			TOTAL TAKEN				
																			BALANCE				

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Edwards, H. Lynn

2-10-41

1955

6 till 2-10-56

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	DATE	AGENCY	CALENDAR YEAR
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Standard Form No. 1137  
General Regulations No. 192

## LEAVE RECORD

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD							
		TAKEN		HRS. ACCR.	TAKEN			HRS. ACCR.	TAKEN		HRS. ACCR.	DATE		TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.			
		HRS.	TOTAL		HRS.				TOTAL	HRS.		TOTAL	HRS.								TOTAL		
JANUARY	2	8	8	6		JULY	15		84		56												
	3			12			16		90	8	8	60											
	4			18																			
FEBRUARY	5			24		AUGUST	17		96		64												
	6			30			18	80	105	102	68												
							19	40	140	108	72												
MARCH	7			36		SEPTEMBER	20		114		76												
	8			42			21		120		80												
APRIL	9	8	16	48		OCTOBER	22		126		84												
	10	8	24	54			23	1	146	132	88												
MAY	11			60		NOVEMBER	24		138		92												
	12			66			25	10	156	144	96												
JUNE	13			72		DECEMBER	26		154	3	11	100											
	14	1	25	78			1	21	177	160	104												
												REMARKS											
																YEARLY SUMMARY (HOURS)							
																ITEM				ANNUAL		SICK	
																BAL. FORWARDED				719		895	
																YR. ACCRUAL				160		104	
																TOTAL				879		999	
																TOTAL TAKEN				177		11	
																BALANCE				702		988	

LAST NAME	FIRST NAME AND INITIAL	IDENTIFICATION NO.	TYPE OF APPOINTMENT	END DATE	AGENCY	CALENDAR YEAR
Edwards, H.	Lynn, SA			2-10-41		1954

Edwards, H. Lynn

SA

6.10 2/10/56

LAST NAME

FIRST NAME AND INITIAL

IDENTIFICATION NO.

TYPE OF APPOINTMENT

EOD DATE

AGENCY

CALENDAR YEAR

Standard Form No. 1137

General Regulations No. 102

## LEAVE RECORD

☆ GPO 16-48999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD						
		TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.			TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.	DATE		TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.		
		HRS.	TOTAL		HRS.	TOTAL				HRS.	TOTAL		HRS.	TOTAL		HRS.	TOTAL								DATE	TYPE
JANUARY	2			6			4	JULY	16			40			60											
	3			12			8		17	40	56	96			64											
	4	1	1	18			12																			
FEBRUARY	5			24			16	AUGUST	18	75	131	102			68											
	6			30			20		19			108			72											
									20			114			76											
MARCH	7			36			24	SEPTEMBER	21			120			80											
	8			42			28		22			126			84											
	9			48			32																			
APRIL	10	3	4	54			36	OCTOBER	23			132			88											
	11			60			40		24			138			92											
MAY	12	4	8	66			44	NOVEMBER	25			144			96											
	13	8	16	72			48		26	8	139	150	16	17	100											
JUNE	14			78			52	DECEMBER	27			160			104											
	15			84	1	1	56		1	20	159	166			108											
															REMARKS											
																			YEARLY SUMMARY (HOURS)							
																			ITEM				ANNUAL		SICK	
																			BAL. FORWARDED				719		804	
																			YR. ACCRUAL				166		108	
																			TOTAL				8859		12	
																			TOTAL TAKEN				159		17	
																			BALANCE				1726		895	

LAST NAME

FIRST NAME AND INITIAL

IDENTIFICATION NO.

TYPE OF APPOINTMENT

EOD DATE

AGENCY

CALENDAR YEAR

SA Edwards, H. Lynn

2-10-47

1953

14

1.110 2-10-56

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

☆ GPO 48909-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.			TAKEN		HRS. ACCR.	TAKEN		HRS. ACCR.	DATE		TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.
		HRS.	TOTAL		HRS.	TOTAL				HRS.	TOTAL		HRS.	TOTAL		HRS.	TOTAL							
JANUARY	26			4			2	JULY	16			88			51									
	3	1	1	10			6		17			94			62									
	4			14			10																	
FEBRUARY	5			22			14	AUGUST	18	40	65	100			66									
	6	3	9	28			18		19	80	145	106			70									
									20			112			74									
MARCH	7			34			22	SEPTEMBER	21			118			78									
	8	2	11	40	18	18	26		22			124			82									
	9			46			30																	
APRIL	10	3	14	52			34	OCTOBER	23	5	150	130			86									
	11			58			38		24	5	155	136			90									
MAY	12	1	15	64			42	NOVEMBER	25	4	159	142			94									
	13	8	23	70			46		26			148			98									
JUNE	14			76			50	DECEMBER	1			158			102									
	15	2	25	82			54																	
																REMARKS				YEARLY SUMMARY (HOURS)				
																				ITEM	ANNUAL	SICK		
																				BAL. FORWARDED	720	720		
																				YR. ACCRUAL	158	102		
																				TOTAL	878	822		
																				TOTAL TAKEN	159	18		
																				BALANCE	719	804		

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Edwards, H. Lynn

2-10-41

1952



CALENDAR YEAR  
1951

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

OP 10-43999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD				
		TAKEN		HRS. ACCR.	TAKEN			HRS. ACCR.	TAKEN		HRS. ACCR.	DATE	TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.	
		HRS.	TOTAL		HRS.			TOTAL		HRS.	TOTAL									
JANUARY	2			4		JULY	14	72	96	114										
	3			12			17	40	136	124										
	4	2	2	20																
FEBRUARY	5	6	8	28		AUGUST	18		132											
	6			36			19		140											
MARCH	7			44		SEPTEMBER	20		148											
	8			52			21		156	2	2									
APRIL	9			60		OCTOBER	22		164	3	5									
	10	7	15	68			23		172											
	11			76			24		180											
MAY	12	2	17	84		NOVEMBER	25		188											
	13	5	22	92			26		196											
JUNE	14	2	24	100		DECEMBER	1	3	139	204	4	9								
	15			109			2	8	147	208										

REMARKS

YEARLY SUMMARY (HOURS)

ITEM	ANNUAL	SICK
BAL. FORWARDED	720	720
YR. ACCRUAL	208	9
TOTAL	928	729
TOTAL TAKEN	147	9
BALANCE	770	1720

on 12-21-50  
2 min. no sum

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Edwards, H. Lynn 2-10-41 1950

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: July 30, 1957

FROM : H. L. Edwards

SUBJECT: FBIRA ACTIVITIES

RECREATIONAL ACTIVITIES FOR NEW CLERICAL EMPLOYEES  
SUGGESTION

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mason \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

It is suggested that the FBIRA purchase complimentary tickets for new clerical employees for entertainment such as the Washington Senators baseball games, shows held at the Carter Barron Amphitheater or whatever entertainment is in season during the first week the employees report for duty.

As you are aware, the FBIRA has contacts with various individuals for tickets and in some cases, are able to purchase tickets for group rates whereby the price of the tickets are reduced usually about 20 per cent. I believe that by purchasing complimentary tickets for new clerical employees, it would create more interest in the FBIRA activities. Since most of the new employees are not familiar with the types of recreational activities available in the Washington, D. C. area, I believe they would be impressed by seeing such places as the Carter Barron Amphitheater, which is one of the finest outdoor theaters in the United States.

I believe that during the orientation period for new clerical employees, they should be advised that certain shows, baseball games, etc. will take place during that week and that the FBIRA will obtain complimentary tickets for them if they are interested in attending. As you know, the FBIRA is at the present time subsidizing the cost of movies which are shown each Tuesday night which is primarily for the benefit of new employees.

The expense involved in purchasing the complimentary tickets would result in more employees joining the FBIRA and the increase in memberships would pay for the purchase of the tickets.

For your information, some of the recreational activities available are as follows:

RWB/mrp  
(5)

INDEXED - 4  
RECORDED - 4  
161

62-24176-4430

15 AUG 13 1957

CC: Mr. A. B. Leonard  
 Mr. L. E. Short

Memo Short to Leonard  
 8-6-57 LES:umx

3-11-57  
 PERM FILE

CARTER BARRON AMPHITHEATER

Jerry Lewis Show  
American Ballet Theatre  
Bob Hope and his Hollywood  
All-Star Revue

July 25 - July 31  
August 1 - August 14  
  
August 15 - August 19  
August 21 - August 31

b6  
b7C

MAJOR LEAGUE BASEBALL GAMES

Washington and Chicago  
Washington " Detroit  
Washington " Baltimore  
Washington " Boston  
Washington " New York

July 30, 31, and August 1  
August 2, 3, and 4  
August 13 and 14  
August 16, 17 and 18  
September 6, 7, and 8

RECOMMENDATION

That the suggestion of purchasing complimentary tickets by  
the FBIRA for new clerical employees be approved.

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

GPO 10-48999-1

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL		SICK		MONTH	PAY PER. NO.	ANNUAL		SICK		ABSENCE WITHOUT PAY				COMPENSATORY TIME RECORD			
		TAKEN		Hrs. ACCR.	TAKEN			Hrs. ACCR.	TAKEN		Hrs. ACCR.	W-AWL-SUSPENDED		PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.		
		HRS.	TOTAL		HRS.			TOTAL		HRS.	TOTAL		DATE					TYPE	HRS.
JANUARY	24			4		JULY	16			116		13							
	3			12			17	16	33	124		70							
	4			20						117		10							
FEBRUARY	5			28	13	13	10	18	48	8	132		13						
	6			36				19	49	129	140		7						
MARCH	7			44		13		20		148		13							
	8			52				21		156									
APRIL	9	9	9	60		13		22	3	132	164	13							
	10	8	17	68				23	1	133	173								
				111				24			180								
MAY	11			76		13		25			188	13							
	12			84				26			196								
	13			92															
JUNE	14			100		13		1	1	134	204	13							
	15			108				20	16	150	208								
												REMARKS				YEARLY SUMMARY (HOURS)			
												Duty from 5 min. to 11/21. Start from time.				ITEM			
																BAL. FORWARDED			
																YR. ACCRUAL			
																TOTAL			
																TOTAL TAKEN			
												720				BALANCE			

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Edwards, H. Lynn

2-10-41

1949

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

Standard Form No. 1137  
General Regulations No. 102

# LEAVE RECORD

Form prescribed by Comp. Gen., U. S.  
June 28, 1946

MONTH	PAY PER. NO.	ANNUAL			SICK			MONTH	PAY PER. NO.	ANNUAL			SICK			ABSENCE WITHOUT PAY W-AWL-SUSPENDED				COMPENSATORY TIME RECORD			
		TAKEN		Hrs. ACCR.	TAKEN		Hrs. ACCR.			TAKEN		Hrs. ACCR.	TAKEN		Hrs. ACCR.	DATE	TYPE	HRS.	TOTAL	PAY PERIOD	HOURS WORKED	HOURS TAKEN	BAL.
		HRS.	TOTAL		HRS.	TOTAL				HRS.	TOTAL		HRS.	TOTAL									
JANUARY	1	8	8	8				JULY	15			116			18								
	2			16					16	3	43	124											
	3			24																			
FEBRUARY	4	2	10	32			2	AUGUST	17	40	83	132			18								
	5			40	2	2			18	36	139	146											
MARCH	6			48	16	18	12	SEPTEMBER	19			148			18								
	7	24	34	56					20			156											
APRIL	8			64			18	OCTOBER	21			164			18								
	9			72					22			172											
									23			180											
MAY	10	2	36	80			18	NOVEMBER	24	8	147	188			18								
	11			88					25	1	148	196											
	12	1	37	92								161			18								
JUNE	13			100			18	DECEMBER	26	4	152	204			18								
	14	3	40	108					27			208											
														REMARKS									
																		YEARLY SUMMARY (HOURS)					
																		ITEM	ANNUAL	SICK			
																		BAL. FORWARDED	720	720			
																		YR. ACCRUAL	208	18			
																		TOTAL	928	738			
																		TOTAL TAKEN	152	18			
																		BALANCE	720	720			

LAST NAME FIRST NAME AND INITIAL IDENTIFICATION NO. TYPE OF APPOINTMENT EOD DATE AGENCY CALENDAR YEAR

SA Edwards, H. Lynn

2-10-41

1948

SA  
EMPLOYEE Edwards, H. Lynn

MOD 2-10-41

DIV.

ACC. ANN. 60-7

ACC. SICK 53-7

ADV. SICK

Accrued Ann.

Accrued Sick

DAY OF MO.	JAN	FEB	MAR	APR	MAY	JUNE	DAY OF MO.	JULY	AUG	SEPT	OCT	NOV	DEC	DAY OF MO.
D H	D H	D H	D H	D H	D H	D H	D H	D H	D H	D H	D H	D H	D H	D H
1							1							1
2							2							2
3							3							3
4							4							4
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29							29							29
30							30							30
31							31							31
AGGREGATE							A							
							S							
							WP							

Calendar Year 1945

LWOP SUSP.

No. of days

Annual lost

Sick lost

ANNUAL

As of 1-1-45 60-7

Current Acc. 26-0

Total 86-7

Leave lost

Balance

Total taken 14-0

Balance 1-1-46 72-7

(amt. lost)

SICK

As of 1-1-45 53-7

Current Acc. 15-0

Total 68-7

Leave lost

Balance

Total taken 34-6

Balance 1-1-46 65-1

ACC. ANN.				ACC. SICK												ADV. SICK											
Accrued Ann.																											
Accrued Sick																											
DAY OF MO.	JAN		FEB		MAR		APR		MAY		JUNE		DAY OF MO.	JULY		AUG		SEPT		OCT		NOV		DEC		DAY OF MO.	
	D	H	D	H	D	H	D	H	D	H	D	H		D	H	D	H	D	H	D	H	D	H	D	H		
1													1													1	
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31													31													31	
AGGREGATE													A													A	
													S													S	
													WP													WP	

Calendar Year 1948.

LWOP    SUSP.

No. of days \_\_\_\_\_

Annual lost \_\_\_\_\_

Sick lost \_\_\_\_\_

ANNUAL

As of 1-1-48 90-0

Current Acc. \_\_\_\_\_

Total \_\_\_\_\_

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken \_\_\_\_\_

Balance 1-1-49 \_\_\_\_\_

(amt. lost) \_\_\_\_\_

SICK

As of 1-1-48 90-0

Current Acc. \_\_\_\_\_

Total \_\_\_\_\_

Leave lost \_\_\_\_\_

Balance \_\_\_\_\_

Total taken \_\_\_\_\_

Balance 1-1-49 \_\_\_\_\_

SA  
EMPLOYEE Edwards, H. Lynn

EOD 2-10-41

DIV.



19 2-10-41 DIV. ✓

[illegible]

DIV.

INDIVIDUAL RECORD OF ABSENCE FOR THE YEAR OF 1944

[illegible]

EDWARDS

LAST

LYNN

MIDDLE

TOTAL  
FEDERAL SERVICE

OFFICE OF ASSIGNMENT *Personnel Office, Administrative Div.*

NOTE: PLEASE READ THESE INSTRUCTIONS BEFORE COMPLETING FORM.

- IF IN BUREAU 15 YEARS FROM EOD LISTED UNDER ITEM 6 AND NO LEAVE WITHOUT PAY IN EXCESS OF 6 MONTHS IN ANY ONE CALENDAR YEAR, AS LISTED UNDER ITEM 10, IT WILL ONLY BE NECESSARY FOR YOU TO CERTIFY YOUR STATUS BY PLACING A CHECK MARK IN THE "15 YEARS OR OVER" BOX IN THE "TOTAL FEDERAL SERVICE" SPACE AT THE TOP OF THIS PAGE, AND SIGNING THE FORM. DO NOT FILL IN OTHER INFORMATION IN SUCH CASES.

(CHECK ONE, PER ITEM II)

LESS THAN 3 YRS.	3 YRS. BUT LESS THAN 15 YRS.	15 YRS. OR OVER
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

(AS OF CLOSE OF BUSINESS ON JANUARY 6, 1952)

DATE YOU WILL REACH NEXT CATEGORY:

2 MONTH 10 DAY 1956 YEAR

3. PREVIOUS CIVILIAN GOVERNMENT SERVICE (GIVE COMPLETE NAME OF AGENCY AND BRANCH)	DATE EOD	DATE SEPARATED	TOTAL LENGTH OF SERVICE WITH EACH AGENCY		
			YRS.	MOS.	DAYS
NONE					

TOTALS

ITEMS 4, 6, 8  
9, 10, and 11

4. TOTAL LENGTH OF PREVIOUS CIVILIAN GOVERNMENT SERVICE  
(ADD ALL TIME LISTED UNDER ITEM 3, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12, - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED)

5. MILITARY SERVICE (INDICATE BRANCH - ARMY, NAVY, MARINE CORPS, COAST GUARD, AIR FORCE, ETC. IF NO MILITARY SERVICE, WRITE "NONE" IN THIS SPACE)	DATE ENTERED ON ACTIVE DUTY DATE GIVEN ON SEPARATION DOCUMENT	DATE DISCHARGED DATE GIVEN ON SEPARATION DOCUMENT	TOTAL SERVICE WITH MILITARY (EACH BRANCH)		
			YRS.	MOS.	DAYS
NONE					

FOLD ON THIS LINE

6. TOTAL MILITARY SERVICE  
(ADD ALL TIME LISTED UNDER ITEM 5, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12 - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED)

7. STATUS AT TIME OF ENTRANCE ON DUTY WITH ARMED FORCES (CHECK ONE)	ON MILITARY LEAVE FROM CIVILIAN GOVERNMENT SERVICE	RESIGNED FROM CIVILIAN GOVERNMENT SERVICE TO ENTER ARMED FORCES	ENTERED ARMED FORCES FROM PRIVATE EMPLOYMENT OR SCHOOL
<input checked="" type="checkbox"/> Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. PRESENT FBI SERVICE (IF REINSTATED, LIST DATES OF PREVIOUS SERVICE WITH FBI UNDER ITEM 3)	LATEST EOD DATE 2 MONTH 10 DAY 41 YEAR 1952	TO CLOSE OF BUSINESS JAN. 6, 1952	TOTAL SERVICE SINCE LAST EOD DATE		
			YRS.	MOS.	DAYS
			10	10	26

9. FEDERAL SERVICE TIME - GROSS TOTAL 56  
(ADD ITEMS 4, 6, AND 8, DIVIDE TOTAL DAYS BY 30, TOTAL MONTHS BY 12 - GIVE TOTAL IN EXACT YEARS, MONTHS AND DAYS SERVED.)

10. LEAVE WITHOUT PAY (EXCLUDING MILITARY) IN EXCESS OF SIX MONTHS TAKEN DURING ANY ONE CALENDAR YEAR. (LIST TOTAL IN YEARS, MONTHS, AND DAYS)

11. FEDERAL SERVICE TIME-NET TOTAL

(SUBTRACT ITEM 10 FROM ITEM 9. THIS WILL GIVE YOU YOUR ACTUAL SERVICE TIME.)

I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SEP 12 1957

(SIGNED)  
(DATE)

1/6/52

(WRITTEN SIGNATURE)

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

9-4-57

I certify that I have received the following Government property for official use:

~~returned~~

Position Classification Manual #90

FILE  
3-11  
JLB  
SER

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

*H. Lynn Edwards*  
H. Lynn Edwards, SA

57

November 14, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

As chairman of the committee for arranging and carrying out the tour of Washington, D. C., for guests of the FBI National Academy Associates, you did a wonderful job. From reports received the tour went off with clock-like precision and was thoroughly enjoyed by all. The success of this phase of the Retraining Session can be directly attributed to the efficient manner with which your committee functioned. I want you to know how deeply appreciative I am of your contribution.

Sincerely yours,  
J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

CRD:jdm  
(2)

RECORDED - 14

Note: Chairman of tour committee; assisted in tour registration; accompanied individual bus and monitored tour.

REC'D-READING ROOM  
FBI

NOV 14 4 10 PM '57

67-171084-224  
Searched 59  
INDEXED  
FILED  
NOV 15 1957

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAILED 4  
NOV 14 1957  
COMM-FBI

MAIL ROOM ☐

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

11/1/57

I certify that I have ~~received~~ the following Government property for official use:  
returned

position Classification Manual #90

FILE

3-M

PER da

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR QUALIFY IT IN  
ANY WAY.

9 NOV 5 1957

Very truly yours,

*H. Lynn Edwards*  
*Mass.*

H. Lynn Edwards

November 20, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I want you to know how deeply appreciative I am for the excellent summary memorandum you prepared for my use in connection with an important conference I had on this date.

Although this difficult assignment was not given to you until early last evening you saw to it that it was completed and on my desk early this morning. This was a splendid achievement and was the direct result of your determined and highly competent efforts. Thanks for a job especially well done.

COMM - FBI

NOV 21 1957

MAILED 19

Sincerely yours

J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

CRD:js

(4)

67-171084

Re special summary memorandum prepared for Director's use in meeting held at 10:00 a.m. 11-20-57 with members of President's Committee on Government Employment policy.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

November 19, 1957

[redacted]  
1626 North Vine Street  
Hollywood  
Los Angeles 23, California

b6  
b7C

Dear [redacted]

Your very kind letter of November 11, 1957, has been received, and your generous remarks are indeed appreciated.

We of the FBI were pleased to have the Lawrence Welk Band with us for the FBI National Academy Banquet, and it is good to know that your visit to Washington was enjoyable. You may be sure that my associates whom you named were happy to be of any assistance possible and welcomed the opportunity to be of service. I am informing them of your thoughtful communication.

YELLOW  
DUPLICATE  
NOV 19 1957  
MAILED

Sincerely yours,

cc - John F. Malone, Room 5252, with copy of incoming.  
cc - D. J. Parsons, Room 7621, with copy of incoming.  
cc - Churchill F. Downing, Room 6228 IB, with copy of incoming.  
cc - Edward C. Kemper, Jr., Room 4234, with copy of incoming.  
cc - C. Lester Trotter, Room 4120 IB, with copy of incoming.  
cc - Charles Q. Smith, Room 5523, with copy of incoming.  
cc - John J. McGuire, Jr., Room 5640, with copy of incoming.  
cc - H. Lynn Edwards, Room 4519, with copy of incoming.  
cc - Bernard M. Suttler, Room 4246, with copy of incoming.  
cc - James Thomas Murphy, Room 4234, with copy of incoming.  
cc - Personnel file of John F. Malone, with copy of incoming.  
cc - Personnel file of D. J. Parsons, with copy of incoming.  
cc - Personnel file of Churchill F. Downing, with copy of incoming.  
cc - Personnel file of Edward C. Kemper, Jr., with copy of incoming.  
cc - Personnel file of C. Lester Trotter, with copy of incoming.  
cc - Personnel file of Charles Q. Smith, with copy of incoming.  
cc - Personnel file of John J. McGuire, Jr., with copy of incoming.  
cc - Personnel file of H. Lynn Edwards, with copy of incoming.  
cc - Personnel file of Bernard M. Suttler, with copy of incoming.  
cc - Personnel file of [redacted] with copy of incoming.

b6  
b7C

(NOTE -- see next page)

CBF:lmh

(23)

NOV 21 1957



Letter to [redacted]

b6  
b7C

NOTE: [redacted] represented the Welk band in arranging for its appearance at the FBI National Academy Banquet. John F. Malone EOD 5/4/42, assigned Training and Inspection in GS-17; D. J. Parsons is Assistant Director in Charge of Laboratory; Churchill F. Downing, EOD 1/8/40 as Laboratory Technician, 10/1/41 as SA, assigned Tech Laboratory in GS-15; Edward C. Kemper, Jr., EOD 8/25/41, assigned Records and Communications in GS-14; C. Lester Trotter is Assistant Director in Charge of Identification Division; Charles Q. Smith EOD 5/19/41 as clerk, 7/11/45 as SAA, assigned to Administration Division in GS-14; John J. McGuire, Jr., EOD 10/7/35, assigned Records and Communications in GS-16; H. Lynn Edwards EOD 2/10/41, assigned Administrative Division in GS-16; Bernard M. Suttler EOD 7/6/36, assigned Records and Communications in GS-14; [redacted] EOD 3/5/51, assigned Records and Communications in GS-14.

**ASSOCIATES**

**Public Relations**

**1626 NORTH VINE STREET \_ HOLLYWOOD 28, CALIFORNIA \_ HO. 9-1893 -  
HO. 7-0570 -**

b6  
b7C

**November 11, 1957**

**Mr. J. Edgar Hoover  
Director, Federal Bureau of Investigation  
Washington, D. C.**

**Dear Mr. Hoover:**

**It certainly was a genuine pleasure making your acquaintance  
last week at the FBI National Academy function.**

**All of us associated with Champagne Music were impressed and  
appreciative of the many courtesies extended. We felt particularly proud  
of the laudatory remarks you made of the Maestro, Lawrence Welk.**

**Having arrived in advance of the Champagne Band, I wish to  
express my gratitude for the gracious cooperation and gestures accorded me  
by your wonderful staff, viz. Messrs. Malone, Parsons, Downing, Kemper,  
Trotter, Smith, McGuire, Edwards, Suttler and**

**May The Good Lord continue to Bless you with the best of  
Health and Success.**

**Sincerely,**

**/s/**

b6  
b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 11/14/57

FROM :

H. L. Edwards

SUBJECT:

NATIONAL ACADEMY ASSOCIATES REUNION  
TOUR OF WASHINGTON, D. C.  
FINAL REPORT

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

copy attached

My memo of 11/7/57 set forth in detail the results of the tour of Washington, D. C. for wives and guests of FBI National Academy Associates. This tour was very well received and thoroughly enjoyed by all the 212 people who took it. Actually, there was considerable work involved in planning and carrying out the tour. All employees who assisted did so with intense interest and enthusiasm and I feel that the following employees should be thanked for their contributions. (If approved, letters attached.)

There were other employees who participated in this event who were previously commended for other contributions to the over-all Retraining Session of the National Academy Associates. I was Chairman of the tour committee and participated in all activities relating thereto.

RECOMMENDATIONS: Commendation for the following:

1. SA James R. Malley (Member Tour Committee; assisted in registration; accompanied and monitored tour.)

RECORDED - 144

67-105269-278

2. SA William B. Hershey (Member Tour Committee; assisted in registration; accompanied and monitored tour.)

NOV 19 1957

3. SAs William Paul Kittel and Frank D. Herford (Assisted in registration; accompanied and monitored tour.)

4. SA W. Winton Warren (Accompanied and monitored tour.)

15 NOV 18 1957

5. [redacted] and [redacted] Nurses (Accompanied guests on tour. [redacted] also was assigned to Quantico tour.)

b6  
b7C

CRD:jlj (2)  
Enclosure

OK + H. L. Edwards should be commended - he did a fine job. J. H. - 11/14.

3. [redacted]  
 PERS FILES

December 10, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I was deeply touched by the sincere and unrestrained assistance rendered by you to Special Agent [redacted] of our Philadelphia Office while he was in Washington, D. C., undergoing major surgery.

b6  
b7C

The very thorough and complete arrangements you made prior to the operation as well as the comforting and reassuring assistance you rendered Agent [redacted] I am sure, were most significant factors in contributing to the over-all success of the operation. I know how ever-grateful he and his family will be for your gracious personal attention which meant so much in restoring and sustaining his morale at a time when it was most essential. You performed a magnificent service which must have left you with a feeling of deep satisfaction for having done so much for your fellow man.

COMM - FBI  
DEC 10 1957  
MAILED 31

Sincerely yours,  
J. Edgar Hoover

RECORDED - 14

1 - Mr. Mohr (Personal Attention)

CRD:let  
(4)

67-171084

MAIL ROOM ☐

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

DEC 10 10 16 AM '57  
REC'D - ACTING ROOM  
FBI

December 12, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am taking this occasion to extend my sincerest congratulations to you on your recent election to the Presidency of the FBIRA for the 1958 calendar year.

This attainment is a tribute to your recognized leadership qualities and I am sure the FBIRA will enjoy a banner year under your capable direction. You should be proud of this honor that has come to you and I am indeed happy to commend you.

Sincerely yours,

J. Edgar Hoover

COMM - FBI

DEC 12 1957

MAILED 31

1 - Mr. Mohr (Personal Attention)

CRD:cmt:jdm

(4)

67-171084

RECORDED - 111

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

DEC 12 5 35 PM '57  
FBI  
RECORDING ROOM

DEC 12 4 19 PM '57  
REC'D-RECORDING ROOM  
FBI

171 084-227

DEC 13 1957

December 18, 1957

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am taking this occasion to express my most profound gratitude for the extraordinary job you did for me during the past week in directing and supervising a special inquiry of the Technical Section.

Your entire performance on this occasion was superior; however, I do want you to know how tremendously impressed I was with your intelligent approach to and careful analysis of the entire situation. You immediately got to the crux of the matter and submitted well-thought-out and astute recommendations to correct the problem. I know of the extreme personal sacrifices you made and the tremendous amount of overtime you voluntarily performed to complete this assignment. Notwithstanding the obvious fatigue under which you must have been operating your analysis reflected crystal-clear thinking at all times. This was a herculean task which you handled to my complete satisfaction. Yours was a performance for which you should forever feel justly proud. I certainly am,

Sincerely yours,

J. Edgar Hoover

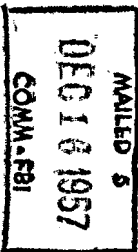
RECORDED

1 - Mr. Mohr (Personal Attention)

CRD:cmt (4)

Re/special inquiry of Technical Section.

Mr. Edwards worked a total of 56'45" between 12-9-57 and 12-15-57 on this assignment, working each nite until about midnight Monday through Thursday. He worked all day Friday and straight through until 11:15 P.M. Saturday night for an uninterrupted total of slightly less than 30 hours of overtime. Based on memo H. L. Edwards to Mohr 12-16-57 HLE:mah.



Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

FBI

REC'D-TECHNICAL ROOM

DEC 16 3 41 PM '57

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR

DATE: 12-31-57

FROM : *AM* M. NEWMANSUBJECT: CREDENTIAL CARD  
H. LYNN EDWARDS  
INSPECTOR

Pursuant to your instructions, a new set of credentials was issued to H. Lynn Edwards on 12-31-57, with the title of Inspector.

*AMC*

1 Movement Section

1 b6  
b7C*AM*  
(3)

RECORDED 41

7-171034- 229	
Searched	73
Numbered	
7 JAN 2 1958	
FEDERAL BUREAU OF INVESTIGATION	

6 JAN 6 1958

*file*  
*3*  
*AM*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 12-16-57

FROM : H. L. Edwards *HLE*SUBJECT: COMMENDATION FOR IDENTIFICATION DIVISION  
SPECIAL INSPECTION

Tolson	_____
Nichols	_____
Boardman	_____
Belmont	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Nease	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

I would like to recommend the following personnel for commendation because of outstanding devotion to duty in assisting me in connection with the special inspection into fingerprint searching problems which the Director instructed be conducted as a "special" last week. As a matter of general information the inspection began Monday 12-9-57, and was continued without interruption by any other official matters until through Friday, December 13.

Preparation of the detailed report and summary entailed working right through Friday evening from close of business on through Friday night and all day Saturday until 11:15 P. M. Saturday night; and again Sunday morning from 10:00 A. M. until 1:30 P. M.

1. Special Agent Supervisor Joseph I. Cavanaugh, overtime totalled 56 hours, 38 minutes and entailed working Monday through Thursday until approximately midnight each night; and Friday from 5:30 P. M. right through Friday night and all day Saturday until 11:15 for an uninterrupted total of slightly less than 30 hours of overtime. This included two nights without supper and no meal Saturday except breakfast.

2. [redacted] secretary, volunteered 27 hours 45 minutes of overtime which included remaining at the office Friday evening and working continuously all Friday night until 8:00 A. M. Saturday morning. In addition, she came in Sunday morning from 10:00 A. M. to 1:30 P. M. for the final polishing of the summary report. She took many of the signed statements and was particularly outstanding on the question and answer interviews. She had the major part of the dictation and transcription of the detailed and summary report.

RECORDED - 149

3. [redacted] secretary. Worked 19 hours and 35 minutes of overtime including straight through Friday and all Friday night until 5:15 Saturday morning. She took many of the signed statements in interviews and did a substantial part of the detailed report.

67-27401-161	
Searched	b6
Numbered	b7C
DEC 19 1957	
FEDERAL BUREAU OF INVESTIGATION	

4. [redacted] Worked 4 hours and 30 minutes of overtime late Saturday night which is particularly noteworthy because she is a bride of two weeks and volunteered to come in Saturday night for portions of the report. She also assisted during the week in some of the statements in the interviews.

HLE:MAH

(3)



5. [ ] stenographer. Worked 10 hours of overtime consisting of all day Saturday. Attitude was particularly outstanding because she was called at 7:30 Saturday morning and was at the office within an hour thereafter and worked 10 hours straight.

6. [ ] secretary. Worked 12 hours and 45 minutes overtime which consisted of one night at the Identification Division in connection with an involved question and answer interview and all day Saturday in connection with the report which is particularly noteworthy because she was called early Saturday morning and without hesitation canceled some Christmas shopping plans. b6 b7C

7. [ ] briefer. Came in Saturday night at 11:20 P. M. and worked until midnight in preparation of a special brief.

8. [ ] typist. On Saturday afternoon during a period of time [ ] had voluntarily come to the office to put in some overtime on her own work we were in need of a typist to make some changes in the report and conserve the time of the stenographers. [ ] voluntarily assisted on this which necessitated her remaining longer at the office to clean up her own work.

#### RECOMMENDATION:

Letters of commendation are attached for approval.

*Agree - letter to J. L. Edwards  
is also attached for his fine  
job in connection with this  
matter - his analysis was outstanding.*

*7/16/57*

*Yes.*

*✓*

February 10, 1958

PERSONAL

Dear Mr. Edwards:

On today, your Seventeenth Anniversary with the Federal Bureau of Investigation, I am indeed pleased to extend to you my heartiest congratulations. This occasion should be a happy one for you, just as it is for me, in the realization of a job well done through many years of devoted and loyal service. I do hope that you will find it possible to remain with the Bureau for many years to come.

Sincerely,

*H J Edgar Hoover*

RECORDED - 17

Mr. H. Lynn Edwards  
Federal Bureau of Investigation 10 FEB 11 1958  
Washington, D. C.

57-177-0-11-230  
Searched  
FEB 11 1958  
FEDERAL BUREAU OF INVESTIGATION

JEH:tlc  
*lc*

*By Special Messenger*  
SENT FROM D. O.  
TIME *9:35 AM*  
DATE *2-10-58*  
BY *E O H*

10 FEB 13 1958

on \_\_\_\_\_  
pls \_\_\_\_\_  
G lman \_\_\_\_\_  
G ent \_\_\_\_\_  
M \_\_\_\_\_  
ns \_\_\_\_\_  
71 \_\_\_\_\_  
11 \_\_\_\_\_  
1 \_\_\_\_\_  
oom \_\_\_\_\_  
out \_\_\_\_\_

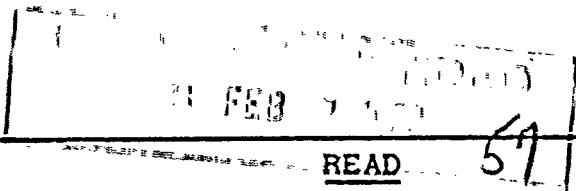
RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

2-4-58

I certify that I have ~~received~~ the following Government property for official use:  
returned

One Typing Manual # 368 ✓  
and

One Correspondence Manual # 83 ✓  
Fingerprint Correspondence Section  
Identification Division



The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE  
3-M

PER [Signature]

Very truly yours,

H. L. Edwards/pan

# FIELD FIREARMS TRAINING RECORD

SPECIAL AGENT

EDWARDS, H. LYNN

III

FD-40  
3-25-47

Current thru 10/54

OFFICE	MO. YR.	HS	PPC	SG	.30	MG	GAS	RD	MPP	QUALI- FIED
	10/54	98	89	100		84				
	M u	94	85	90		90				
3/55	"	94	87	100		88				
	"	96	95							
	5/55	100	96	100		80			232 266	
	6/55	100	96	17 75		90				2
	7-23/55	98	93	16 25		96				
	10-3/55	98	95	100	✓	94	✓	DT		
	10/54								261	
DEC 5 5									223	
									231	FEB 5 6
		100	89	100	✓	90	DT	BA	236	MAR 22 1956
		98	96	13		80	DT	RD		MAY 2 1956
		92	87	17		90				JUL 3 1956
		92	92	100		92	✓	DT		SEP 1 2 1956
									220	
									264	
									251	2/57
									277	MAR 25 1957
		92	98	100	✓	84	DT	BA		MAR 25 1957
		92	90	11		76	DT	RD		MAY 27 1957
Make up		100	97	16		82	DT	RD		Sept 6, 1957
		100	93	100		88	✓		276	10/8/57
									238	Jan 20 '58
37 - NOT RECORDED										

37 - NOT RECORDED

1268 JAN 22 1958

8

Prepared by: *all*  
Checked by:  
Filed by:

## NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) <b>MR. H. LYNN EDWARDS #09269</b>		2. DATE OF BIRTH <b>5-14-15</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 16996</b>	4. DATE <b>12-31-57</b>
<i>This is to notify you of the following action affecting your employment:</i>				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>CHANGE OF TITLE</b>		6. EFFECTIVE DATE <b>12-31-57</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>EXCEPTED BY LAW</b>	
FROM <b>Special Agent</b> <b>GS 16</b> <b>\$13,115 per annum</b>		8. POSITION TITLE <b>Inspector</b> <b>GS 16</b> <b>\$13,115 per annum</b>	TO	
9. SERVICE, SERIES, SALARY, GRADE		10. ORGANIZATIONAL DESIGNATIONS		
11. HEADQUARTERS		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE <input checked="" type="checkbox"/> NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER 5-PT. <input type="checkbox"/> 10-POINT DISAB. OTHER		14. POSITION CLASSIFICATION ACTION <input type="checkbox"/> NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL.		
15. SEX <b>M</b>	16. APPROPRIATION S. & E., F B I 18. FROM: <b>Same</b> 18. TO: <b>Same</b>		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
APPROVED <b>J. E. Hoover</b> DIRECTOR, F. B. I.		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		
REMARKS: Grade and classification of position subject to post-audit and correction by Agency Personnel Office or by the Civil Service Commission.				
SIGNATURE OR OTHER AUTHENTICATION				

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1-9-57

I certify that I have ~~expended~~ the following Government property for official use:  
returned

Zipper brief case

*rec'd* *32*  
READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
~~DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN~~  
ANY WAY.

FILE

3-M

PER *da*

Very truly yours,

*H. Lynn Edwards*

*H. Lynn Edwards*  
H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

12-31-57

I certify that I have received the following Government property for official use:  
~~returned~~

New Commission Card with case # 80  
Inspector

RETURNED

Old Commission Card with case # 1685 ✓

67-N

16 JAN 6 1957

17

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3-M

PER da

Very truly yours,

*H. Lynn Edwards*  
H. Lynn Edwards

Special Agent

February 13, 1958

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I have reviewed the summary of the Identification Division inspection just completed by you and your staff of aides and want you to know how greatly impressed I am with your handling of this difficult undertaking.

This fine summary clearly reflected the thoroughness of the inspection, the astuteness of your analysis of the fundamental problems presented and the ability on your part to successfully organize and direct a most involved inspection. I was especially pleased at the swiftness with which this assignment was completed particularly in view of its extensiveness and many complexities. The excellence of your performance in this instance, I am sure, was due to your keen and discerning mind, your unbounded enthusiasm, your dedicated devotion to duty and your dogged determination to do a superior job. This inspection required extreme personal sacrifices on your part and I am fully mindful of the tremendous amount of voluntary overtime you worked to bring it to a conclusion at the earliest possible date.

You were given a monumental assignment in this instance which you completed to my fullest satisfaction thereby reassuring the unqualified confidence I have in your ability.

Sincerely yours,  
J. Edgar Hoover

1 - Mr. Mohr (Personal Attention)

Mr. Edwards worked 135 hours and 53 minutes voluntary overtime on this assignment.

MAIL ROOM ☐

CRD:ksr (4) 67-171084

FEB 13 4 11 PM '58  
REC'D-READING ROOM  
FBI

COMM - FBI  
FEB 13 1958  
MAILED 31

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



Mr. Tolson	✓
Mr. Boardman	✓
Mr. Belmont	✓
Mr. Mohr	✓
Mr. Parsons	✓
Mr. Rosen	✓
Mr. Tamm	✓
Mr. Trotter	✓
Mr. Clayton	✓
Tele. Room	✓
Mr. Holloman	✓
Miss Gandy	✓

February 13, 1958

✓

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

My dear Mr. Hoover:

Your letter congratulating me on my Seventeenth Anniversary with the Bureau came in the midst of the "push" to wind up the Identification Division inspection report in final form. It certainly came as a spark of welcome encouragement, and the first item on my list since returning to my desk is to thank you for your thoughtfulness in noting my anniversary.

This one like all the others which have gone before gave me the feeling of how extremely fortunate I have been to be numbered on your staff. My daily work and the various special assignments entrusted to me have permitted me to realize more and more that working for the Bureau is truly a privilege.

As for myself, I can only hope that my future efforts will continue to merit my remaining under your leadership.

Sincerely,

*H. Lynn Edwards*

H. Lynn Edwards

RECORDED - 84

67-171-084-232
Searched
6 FEB 17 1958
EXP. PROC.
FEB 13 1958

*3. JPH*

14  
6 FEB 1958

# Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: February 19, 1958

FROM : J. P. Mohr

SUBJECT: H. Lynn Edwards  
Personnel Section

## ATTITUDE

The purpose of this memorandum is to report that the captioned employee reported for work on 2-18-58, notwithstanding the extremely hazardous travel conditions. In accordance with the Director's instructions this is to be made a matter of record in the employee's personnel file and considered as a COMMENDATION.


On Saturday, 2-15-58, the Washington, D. C., area was blanketed by fourteen inches of snow as a result of a storm which the Weather Bureau termed the worst that has struck this area in twenty-two years. Thereafter, high winds and near zero temperatures set in for several days making travel conditions extremely hazardous.

On Monday, 2-17-58, in recognition of the hardships and hazards that Federal Government employees would face in coming to work, a White House announcement was made encouraging such employees to stay home and take a day of annual leave. During the late afternoon of 2-17-58, a further official announcement emanated from the White House instructing that all Government employees who were not considered essential would be excused from work on 2-18-58 on Administrative Leave.

The captioned employee considered his work and his services to the FBI so essential that in spite of the foregoing announcement he took it upon himself to come to work and perform his regularly assigned duties. This is considered a highly exemplary attitude on the part of this employee and his actions in this instance certainly demonstrate his devotion to duty and the fact that he places his employment with the FBI above his personal convenience.

## RECOMMENDATION:

That this memorandum be placed in the employee's personnel file.



February 19, 1958

MEMORANDUM FOR MR. TOLSON

On Friday, February 14, 1958, I saw Inspector H. L. Edwards, of the Administrative Division, who had recently completed an inspection of the Identification Division. I went over with Mr. Edwards some of the matters brought up in his inspection report and pointed out matters upon which I desired further information and some matters upon which I disagreed. I stated I thought we should not wait for ninety days to make a recheck of the Identification Division, but that he should plan to do this on April 15. I also told Mr. Edwards that I did not think we should wait until next September, as he had recommended, to re-evaluate the quota for the Technical Section but that it should be done not later than June or July of this year.

I told Mr. Edwards that if, upon the next check of the Identification Division, it was not found to be in completely good condition, I planned to then remove Mr. Trotter and Mr. Moore.

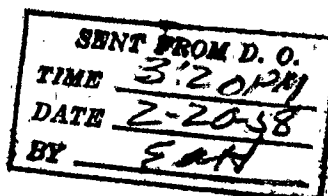
Very truly yours,

*J. Edgar Hoover*

John Edgar Hoover  
Director

JEH:TLC  
(5) *sh*

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 2-14-58

FROM : F. D. Hereford *PH*

SUBJECT: SA H. LYNN EDWARDS  
 Inspector  
 Personnel Officer  
 Administrative Division  
 EOD 2-10-41; GS-16, \$13,115  
 Non-Veteran; Non-Reservist; Not on Probation

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

The following is a brief and concise summary of Mr. Edwards' record for the Director's use.

On 3-31-57 Mr. Mohr rated him EXCELLENT and said in view of the contributions he was able to make to the Bureau, he should be retained in his present capacity although he had the capacity and capabilities of handling field executive assignments. On 12-31-57 he was designated as an Inspector.

Since January, 1957, he has been commended on five occasions; 7-5-57 for his services in connection with the revision of the fingerprint classification standards; 11-4-57 for the success of the current United Givers Fund drive; 11-20-57 for a summary memorandum he prepared for the Director's use; 12-16-57 for the extraordinary job he did for the Director in directing and supervising a special inquiry of the Technical Section; and on 2-13-58 inasmuch as the Director had reviewed the summary of the Identification Division inspection just completed by him and his staff of aides, and was greatly impressed with his handling of this difficult undertaking. On 11-14-57 appreciation was expressed for the wonderful job he did as chairman of the committee for arranging and carrying out the tour of Washington, D. C., for guests of the FBI National Academy Associates and on 12-10-57 appreciation was expressed for the assistance rendered by him to Special Agent [redacted] of our Philadelphia Office while he was in Washington, D. C. undergoing major surgery.

On 2-3-58 he was *RECORDED - 144* *67-171084-232* *234* *32* verbally censured by Mr. Mohr in connection with the lengthy interview of [redacted] admitted in a signed statement that she engaged in serious gossiping concerning matters undergoing inspection in the Identification Division. She submitted her resignation and was permitted to cease active duty pursuant thereto on 1-29-58. The Director's notations reflected, "Here again we have procrastination and involved delay. I can't understand why it takes from 3:30 p.m. until 6:45 p.m. to take and transcribe a simple statement - over 3 hours." "We not only waste valuable time but place the FBI in an untenable position by not succinctly and expeditiously concluding interviews - both administrative and investigative in character." It is noted in connection with the above interview, [redacted] of Senator Olin Johnston's office made inquiry as to the reason for [redacted] resignation, she and her husband being personal friends of the [redacted] family. In accordance with the Director's instructions, Mr. Edwards

FDH:fac

(2)

Enclosure (permanent brief)

commenced the above mentioned Inspection of the Identification Division on 1-15-58, and this inspection has just been completed, it being noted, he was commended on 2-13-58 for his handling of this inspection.

By letter of 12-12-57 the Director congratulated him on his recent election to the Presidency of the FBIRA for the 1958 calendar year. By letter of 2-10-58 the Director congratulated him on his 17th anniversary with the Bureau.

His daily average overtime for the past six months was approximately 3 hours 22 minutes.

His Offices of Preference as of February, 1958, are Seat of Government and Washington, D. C.

It is noted, Mr. Edward's brother SA Frederick L. Edwards is a Supervisor in the Domestic Intelligence Division in Grade 13. His Brother-in-law SA(A) James H. Humphries is assigned to the Richmond Office in Grade GS-11. [redacted] is a former Special Agent, having entered on duty 7-5-49 as a Clerk, 1-29-51 as a Special Agent and Resigned on 2-7-58. [redacted] and [redacted] are former employees of the Bureau. The service records of the above relatives are entirely satisfactory.

b6  
b7c



OF THE NATIONAL CAPITAL AREA • 1101 M Street, N.W., Washington 5, D. C. • DE 2-7330

February 24, 1958

Mr. H. Lynn Edwards, Personnel Officer  
Federal Bureau of Investigation  
Department of Justice  
Washington 25, D. C.

Dear Mr. Edwards:

In looking forward to UGF committee assignments for next year, I am happy to report that [redacted] of Pepco has agreed to serve as Chairman of the new Nominating Committee.

b6  
b7C

Because I believe that some continuity is most essential, I am hoping that you will agree to serve as a member of the Nominating Committee for another year.

When the UGF Board of Directors holds its organizational meeting on March 6, 1958, I should like to present the 73 names of the Nominating Committee membership for their approval.

Your support and that of other community leaders will mean a great deal to next year's UGF officers.

[redacted]  
Senior Vice President

b6  
b7C

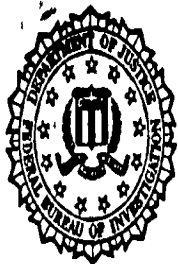
REC-18

11-49254-122  
14 MAR 5 1958

X-128

TEEN

171084-235  
memo to [redacted] 2-26-58  
H&J  
Per 2/25/58  
3:55 PM



FD-253 (11-22-54)

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

RE: SA

H. Lynn Edwards  
(type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Constance M. Edwards Relationship Wife Date March 10, 1958Address 7707 Longstreet Ct. Falls Church Va.Secondary beneficiary - Same address  
The following person is designated as my beneficiary under the S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.Name Same as above Relationship Wife Date March 10, 1958Address 7707 Longstreet Ct. Falls Church Va.

MAR 11 1958

Very truly yours,

H. Lynn Edwards

b6

b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR

DATE: 3-11-58

FROM : H. L. EDWARDS *HW*SUBJECT: UNITED GIVERS FUND (UGF)  
EXECUTIVE COMMITTEE

To: ☒ Mr. Mohr  
 Mr. Nichols ☐  
 Mr. Boardman ☐  
 Mr. Belmont ☐  
 Mr. Mohr ☐  
 Mr. Parsons ☐  
 Mr. Rosen ☐  
 Mr. Tamm ☐  
 Mr. Trotter ☐  
 Mr. Nease ☐  
 Tele. Room ☐  
 Mr. Holloman ☐  
 Miss Gandy ☐

Attached is a news item from the final edition of the Evening Star, Friday, March 7, 1958, which mentions my name as one of those elected unanimously to serve on the Executive Committee of the United Givers Fund for a one-year term.

The Director previously approved a request from the Nominating Committee that I be permitted to have my name submitted as one of the nominees for this position.

Foregoing is for record purposes only.

HLE:jpr  
 (2)  
 Enclosure - 1

✓ *Joseph*  
 3/11

171084-236

77

21

77  
 (att.)  
 EX. 126  
 ENCLOSURE  
 78

REC-38  
 EX-126  
 74-47254 128  
 14 MAR 18 1958  
 THREE  
 CHIEF OF BUREAU  
 PERM. FILE



A-28 \*\* THE EVENING STAR, Washington, D. C.  
FRIDAY, MARCH 7, 1958

## Carleton Smith Elected United Givers President

Carleton D. Smith, vice president of the National Broadcasting Co. and general manager of WRC and WRC-TV, was unanimously elected president of the United Givers Fund yesterday.

Mr. Smith succeeds E. K. Morris, founder and first president of UGF. Mr. Smith served as general campaign chairman of the first United Givers Fund Campaign in October, 1956, and was senior vice president of UGF before succeeding to the presidency.

Other officers elected unanimously by the board of directors for a one-year term, as was Mr. Smith, are: H. Holmes Vogel, senior vice president; Morris Cafritz, John S. Hayes, Arthur Larson and Channing S. Walker, vice presidents; John B. Duncan, secretary, and Bruce Baird, treasurer.

Mr. Walker was general campaign chairman of the UGF drive last fall.

### Appreciation to Morris

A certificate of appreciation was presented to Mr. Morris by Mr. Vogel on behalf of the officers, executive committee and board. In giving Mr. Morris the certificate, Mr. Vogel said it was an expression of appreciation to "Mr. U. G. F. himself—E. K. Morris."

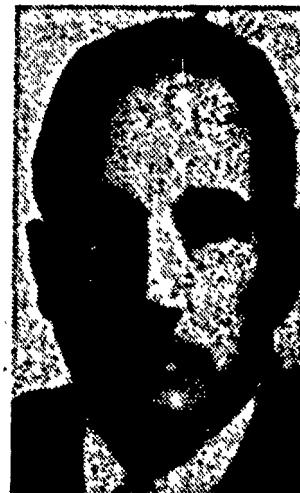
Elected unanimously to serve on the executive Committee for a one-year term were the newly elected officers, the outgoing president, Mr. Morris, and the following: Caesar Aiello, John T. Barnett, Albert C. Borghi, M. Lynn Edwards, Mrs. David E. Finley, Aaron Goldman, George E. C. Hayes, Lt. Gen. Lewis B. Hershey, David W. Kendall, Mrs. Frederick B. Lee, Charles H. Mason, Francis McGuigan, William W. Parsons and Glenn E. Watts.

### Dawson to Committee

At the recommendation of Mr. Smith, Donald Dawson,

who also was named chairman of the Admissions and Allocations Committee, was nominated from the floor and elected to fill one of two vacancies remaining on the executive committee. Presidential assistant in the Truman administration, Mr. Dawson is now practicing law here.

Also named committee chairmen were R. Roy Dunn, president of the Potomac Electric Power Co., who will head the Nominating Committee, and Mr. Watts, an Executive Committee member who is assistant to the president, Communications



CARLETON D. SMITH  
New UGF President

Workers of America, AFL-CIO, who will be chairman of the Finance Committee. Allocations Listed: Ferdinand V. Grayson, executive director of the United Givers Fund, reported that the Health and Welfare Council of

THE EVENING STAR  
FRIDAY, MARCH 7, 1958

94-49254-128  
ENCLOSURE

67-171084-236

67-171084-236 3/11/58, HLE:JP

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3-24-58

I certify that I have ~~received~~ the following Government property for official use:  
returned

*Returned*

Position Classification Manual #77

*3/22*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

RECEIVED  
MAR 25 1958

Very truly yours,

(Written  
Signature)

*H. L. Edwards*

*man.*

(Typed  
Signature)

H. L. Edwards

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The framed certificate expresses thanks to Mr. Morris "with the sincere appreciation of a grateful community."

Elected unanimously to serve on the executive Committee for a one-year term were the newly elected officers, the outgoing president, Mr. Morris, and the following: Caesar Aiello, John T. Barnett, Albert C. Borghi, H. Lynn Edwards, Mrs. David E. Finley, Aaron Goldman, George E. C. Hayes, Lt. Gen. Lewis B. Hershey, David W. Kendall, Mrs. Frederick B. Lee, Charles H. Mason, Francis Mc-

Guigan, William W. Parsons and Glenn E. Watts.

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Also named committee chairman were R. Roy Dunn, presi-



CARLETON D. SMITH  
New UGF President

dent of the Potomac Electric Power Co., who will head the Nominating Committee, and Mr. Watts, an Executive Committee member who is assistant to the president, Communications Workers of America, AFL-CIO, who will be chairman of the Finance Committee.

Tolson ☒  
Boardman ☒  
Belmont ☒  
Mohr ☒  
Nease ☒  
Parsons ☒  
Rosen ☒  
Tamm ☒  
Trotter ☒  
Clayton ☒  
Tele. Room ☒  
Holloman ☒  
Gandy ☒

*Handwritten signatures and initials:*  
J. Edgar Hoover  
H. L. Hunt

Wash. Post and Times Herald \_\_\_\_\_  
Wash. News \_\_\_\_\_  
Wash. Star H28  
N. Y. Herald Tribune \_\_\_\_\_  
N. Y. Journal-American \_\_\_\_\_  
N. Y. Mirror \_\_\_\_\_  
N. Y. Daily News \_\_\_\_\_  
N. Y. Times \_\_\_\_\_  
Daily Worker \_\_\_\_\_  
The Worker \_\_\_\_\_  
New Leader \_\_\_\_\_

67 - NOT RECORDED  
4 MAR 14 1958

MAR 7 1958

PY

February 26, 1958

REC-18

44-47254-127

[Redacted]

United Givers Fund  
1101 M Street, Northwest  
Washington 5, D. C.

EX-128

44-49254-127

Dear [Redacted]

b6  
b7C

Mr. H. Lynn Edwards of this Bureau has called my attention to your letter of February 24, 1958, in which you expressed the hope that he would agree to serve as a member of the Nominating Committee of the United Givers Fund for another year.

I wish to advise you that I am indeed pleased to make Mr. Edwards' services again available for this position in the event his serving is approved by the Board of Directors.

Sincerely yours,  
J. Edgar Hoover

HLE:MAH  
(5)  
1 - Mr. Nease  
1 - [Redacted]

RECEIVED ROOM  
FBI  
FEB 26 3 06 PM '58

b6  
b7C

Based on Edwards to Mohr memo 2-25-58 HLE:MAH

COMM - FBI  
FEB 26 1958  
MAILED 31

28

[Handwritten signature]

[Handwritten signature]

Mr. Tolson  
Mr. Boardman  
Mr. Belmont  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Harbo  
Mr. Mohr  
Mr. Winterrowd  
Tele. Room  
Mr. Holloman  
Miss Gandy

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: April 29, 1958

FROM : Mr. Mohr

SUBJECT: H. LYNN EDWARDS  
 NICHOLAS P. CALLAHAN  
 Inspectors  
 Administrative Division

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

## OUTSTANDING ANNUAL PERFORMANCE RATINGS

There are attached for the approval by the Director annual performance ratings for Messrs. Edwards and Callahan, covering the period from April 1, 1957, through March 31, 1958, rating their services as Outstanding. I have signed these ratings as the rating official and sincerely feel they are deserving and in conformance with the performance rating standards covering Outstanding ratings.

In the event these ratings are approved, it is respectfully suggested that the Director sign both the original and copy of each on the line commencing "Rating Approved by" as the approving official. Thereafter, these ratings must be submitted to Deputy Attorney General Lawrence E. Walsh in the Department for approval by the Efficiency Awards Committee. Upon approval of these ratings by the Committee, they will be returned to the Bureau and a copy directed to Messrs. Edwards and Callahan for their retention. They will also be entitled to cash incentive awards under the provisions of the Incentive Awards Plan. Incentive awards of \$200 each were approved for recipients of Outstanding annual performance ratings for clerical employees during the fall of 1957 and it, therefore, seems that awards of \$400 each for these employees would be appropriate.

Should you agree with the foregoing, the necessary checks will be drawn and letters prepared for your signature following return of the approved ratings from the Department.

RECOMMENDATIONS:

RECORDED - 119

171644-237  
 50  
 8 MAY 20 1958

1. It is recommended that the Director sign the original and copy of the Outstanding performance ratings for Messrs. Edwards and Callahan and upon final approval of these ratings that each be approved for incentive awards of \$400.

2. It is recommended that the attached memorandum go forward to Deputy Attorney General Walsh transmitting the Outstanding performance ratings for final approval by the Efficiency Awards Committee of the Department.

Enclosures  
 JPM:dmb  
 (3)

PERMANENT BRIEFS OF FILES OF EDWARDS AND CALLAHAN ATTACHED

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

4-2-58

I certify that I have received the following Government property for official use:  
~~returned~~

Smith-Corona Portable Electric Typewriter #18-123855X

RETURNED

Royal Portable Typewriter #D3404556

FILE

3-M

PER ds

READ

85  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

3 APR 7 1958

Very truly yours,

(Written  
Signature)

*H. Lynn Edwards*

(Typed  
Signature)

H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3-28-58

I certify that I have received the following Government property for official use:

~~returned~~

Key to Closet Room 5264 (closet #1)

RETURNED

Key to Closet/1 Room 4529

Key to Closet 2 Room 4525

Key to Room 4507

FILE  
3-M  
PER *[Signature]*

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

67-11111-11111

APR 3 1958

Very truly yours,

*H. Lynn Edwards*  
*men*

H. Lynn Edwards

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

4-1-58

I certify that I have received the following Government property for official use:

returned

3 Keys to closet in room 4519  
(This closet is actually in room 4521)

FILE

3-M

PER

*ps*

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written  
Signature)

*H. L. Edwards*

(Typed  
Signature)

H. Lynn Edwards



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

3-28-58

I certify that I have ~~received~~ the following Government property for official use:  
returned

Key to Room 5302

FILE

3-M

PER da

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON OR MUTILATE IT IN  
ANY WAY. - NOT RECORDED

Very truly yours,

*H. L. Edwards*

H. Lynn Edwards *ms*

9 MAR 31 1958

COPY 145  
3/3/58

TO : MR. MOHR  
FROM : W. S. TAVEL  
SUBJECT : SUPERGRADE POSITIONS

The Director has instructed that hereafter when anyone is raised to GS 16 or above the letter should indicate it is to be held only as long as he continues to perform the specific duties of the job to which he is being assigned.

I have checked and in the past we have placed such a limitation on a number of promotions which were made to grades of GS 16 and 17. The following is a tabulation of those officials who were advised at the time they received the promotion to the grade listed that it would remain in effect only for the duration of the assignment to the position they were then occupying:

<u>NAME</u>	<u>ASSIGNED WHEN PROMOTED</u>	<u>PRESENT POSITION</u>
R. D. Auerbach	GS 17 as SAC, Seattle	SAC, Chicago
John F. Malone	GS 17 as SAC, Los Angeles	Inspector, Training & Inspection Division
E. J. Powers	GS 17 as SAC, Boston	SAC, New York
W. M. Whelan, Jr.	GS 17 as SAC, San Francisco	Resigned 2/28/58
R. J. Abbaticchio, Jr.	GS 16 as SAC, Charlotte	SAC, New Orleans
D. K. Brown	GS 16 as SAC, Baltimore	SAC, Los Angeles
W. G. Simon	GS 16 as ASAC, New York	Same
C. E. Weeks	GS 16 as SAC, Miami	SAC, Louisville
H. L. Edwards	GS 16 as Personnel Officer, Administrative Division	Same
B. C. Brown	GS 16 as Inspector in Training and Inspection Division	SAC, Newark

It is true that we have advised the above-mentioned officials in the past that their promotion would only be effective for the duration of their assignment to a Specific position. Actually, however, in the case of a veteran this stipulation has no effect whatever. The Veterans Preference Act specifically states that a veteran cannot be reduced in grade or salary without being given advance written notice and the necessary charges being brought to justify such demotion. In other words, he cannot be reduced in grade or salary except for cause based upon some failure on his part to properly discharge his responsibilities. The fact that he is advised at the time

WST:lae  
(2)

-1-

Original filed in 67-537 178-90

8 MAR 26 1958

of his promotion that the promotion will remain in effect only during the assignment to the particular position does not vitiate the requirements of the Veterans Preference Act in this regard.

It will be noted that although the assignments of all but two of the above-listed officials (Mr. H. L. Edwards and Mr. W. G. Simon) have since changed, these reassignments were to positions of equal or greater importance than those they held at the time they were promoted to grade GS 16 or above. It is felt, therefore, that no change should be made in the grades of these officials, but in compliance with the Director's instructions we will, in the future, stipulate in each instance where anyone is raised to grade GS 16 or above that the grade is to be held only as long as the individual continues to perform the specific duties of the job to which he is being assigned.

RECOMMENDATION:

That no change in grade be made with respect to the above-listed officials but that in future promotions to grade GS 16 or above such individuals be advised that the promotion will be effective only as long as he continues in the specific job to which he is being assigned.

I agree JPM, 3/3

Mr. Lawrence E. Walsh  
Deputy Attorney General

April 30, 1958

Director, FBI

H. LYNN EDWARDS  
NICHOLAS P. CALLAHAN  
Inspectors  
Administrative Division  
Federal Bureau of Investigation  
Outstanding Performance Ratings

There are enclosed the annual performance ratings on Messrs. H. Lynn Edwards and Nicholas P. Callahan, Inspectors of the Federal Bureau of Investigation, covering the period from April 1, 1957, through March 31, 1958, wherein they have been given adjective ratings of Outstanding.

In accordance with existing requirements, these ratings are transmitted for final approval by the Efficiency Awards Committee of the Department. I would appreciate it if you would promptly advise me when the ratings have been approved, in order that they can be considered official. To facilitate such processing, my signature on the ratings as approving officer will also serve as approval in my capacity as a member of the Efficiency Awards Committee.

Enclosures (2)

JPM:dmb  
(5)

Based on memo from Mr. Mohr to Mr. Tolson, 4/29/58, JPM:dmb.

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: May 12, 1958

FROM : *Q. Tamm*SUBJECT: 

**FEDERAL CRIMINAL POLICE (BUNDESKRIMINALAMT)**  
**WEST GERMANY**  
 Information Concerning

SYNOPSIS

Letter from Legal Attache (Legat) Bonn to Bureau 3-20-58, received 3-25-58, was filed unanswered in Director's Telephone Room because of faulty procedure in effect and undetected for many years in the Telephone Room.  has acknowledged full responsibility for faulty procedure and failure to properly train Telephone Room employees. Recent inspection of Director's Office by H. L. Edwards failed to uncover this faulty procedure.  has already initiated corrective action and is being instructed to take other corrective steps in training of subordinates, including additions to Telephone Room Manual. Reply to letter from Legat made by cable 5-8-58. Inspector's inquiry revealed that Legat Bonn should be instructed that in the future he follow more closely correspondence by him requiring an answer and that he keep Bureau more currently advised of changes in dates of visits by notables when they are expected to possibly see the Director as Legat's cable 5-9-58 indicated  visit to United States delayed from May to June. Details attached.

RECOMMENDATIONS:

1. Letter of censure to  for, by his own admission, failure to be aware of a basic filing procedure which resulted in the delay in reply to the Legat's letter. Also, for failure to have employees under his direct supervision adequately indoctrinated and trained... if approved, to be handled by the Administrative Division.

cc - Mr. F. C. Holloman  
 cc - Mr. F. W. Waikart  
 cc - Mr. H. L. Edwards  
 cc - Mr. R. R. Roach

cc - Mr. Mohr

SFP:mbk  
 (10)

Tolson \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

b6  
 b7C

b6  
 b7C

67-20003-178

539294-33

60

over

Memorandum to Mr. Tolson

Re: [redacted]  
West Germany

b6  
b7C

2. [redacted] should insure that all present employees in the Telephone Room now have the proper understanding concerning the filing procedures involved, that any new employees are properly indoctrinated and trained along these lines, and that the necessary Manual additions be made forthwith.

*Jagme*  
*JPM*  
*5/12*

*JRC*  
*5/12*

3. Letter of censure to Inspector H. L. Edwards for his failure to detect faulty filing procedure in effect in Director's Telephone Room at time of his recent inspection of the Director's Office . . . if approved, to be handled by the Administrative Division.

According to the details of this memorandum the particular correspondent-ence in question was not in the gray folder at the time of Mr. Edwards' inspection and he has advised that when he reviewed the folder there was no live mail in it. Consequently, he would have no way of knowing how the mail was being filed under [redacted] supervision. Consequently, no letter of censure is justified here — Mr. Tolson agrees.

b6  
b7C

JPM  
5-13-58

4. The Liaison Section should advise Legat Bonn that in the future when a request is made of the Bureau and a reply is not forthcoming within a reasonable period of time, some follow-up should be made by him. Further, that he, in the future, keep the Bureau more currently advised of any changes in the dates of visits by notables when they are expected to possibly see the Director . . . if approved, this memorandum should be forwarded to the Liaison Section for proper action.

*Jagme*  
*JPM*  
*5/12*  
*OK*  
*-22*

*JRC*  
*5/12*

**Memorandum to Mr. Tolson**

**Re:** [redacted]

**West Germany**

b6  
b7C

### DETAILS

### BACKGROUND

Letter from Legal Attache (Legat), Bonn to Bureau 3-20-58, received 3-25-58, advised of impending visit to U. S. of [redacted] and requested authority for Legat to extend invitation [redacted] to visit the Bureau, and, if possible, see the Director. Director noted, "OK." Letter was then (3-25-58) routed to all interested officials except R. R. Roach, Chief of the Liaison Section, who was the one to take action in replying to the Legat, although Roach's name was placed below the Director's routing block by Mr. Belmont's Office. Letter routed from Mr. Belmont's Office to the Director's Telephone Room, which then sent it to Records and Communications Division to be placed on record, which was done 3-27-58, including addition of stamp "LIAISON" below recording stamp. Letter was returned to Director's Telephone Room 3-27-58 where it was filed in gray folder (for the maintenance of correspondence relating to Director's commitments) until 5-8-58, when it came up on tickler as [redacted] was expected in late May. As result of filing in gray folder prior to routing to Roach, reply to Legat not made until 5-8-58 by cable. Mr. Tolson instructed that an Inspector look into this; Director noted, "Yes."

b6  
b7C

### FINDINGS OF THE INSPECTOR

#### Procedures in Effect in Director's Telephone Room:

By both a written explanation and in conversation with Inspector Phillips, [redacted] explained that letter was filed in gray folder 3-27-58 without noting that required action had not been taken because letter had been recorded and it was his assumption that it was Recording's responsibility to assure that required action had been taken and persons to whom letter had been directed had initialed letter. This was procedure under which Telephone Room has operated since [redacted] has been in charge of the Director's Office, and current letter was first incident of this type [redacted] Because of failure which resulted [redacted] effective 5:00 p.m., 5-8-58, changed procedure with

b6  
b7C

**Memorandum to Mr. Tolson**

**Re: [redacted]  
West Germany**

b6  
b7C

instructions to Telephone Room that all correspondence must be reviewed prior to filing in gray folder to assure necessary action taken and correspondence initialed for each official's name appearing thereon. Interview with [redacted] and [redacted] day and night supervisor, respectively, Director's Telephone Room, revealed they were operating on same assumption [redacted] Examination of gray folder 5-9-58 failed to disclose any correspondence wherein required action had not been taken. However, eight items noted wherein stamps such as "Crime Records" or "Personnel Files" had not been initialed. Although there was no initialing for stamps for "Crime Records" there was initialing beside name of M. A. Jones, who is Chief of Crime Records Section. [redacted] advised that the Telephone Room Manual contained no instructions covering the necessity for assuring required action taken and names and stampings initialed prior to filing of correspondence.

b6  
b7C

F. W. Waikart, Supervisor in Charge, Records Branch, advised that Recording's only responsibility when mail is routed to it for recording is to record, and it is the sole responsibility of persons filing the correspondence to first assure that necessary action and initialing have been accomplished. According to Waikart, this has been traditional in the Bureau and is a basic, logical procedure. [redacted] was advised of Inspector's findings, he stated that pursuant to his direction the Telephone Room employees were operating under a wrong assumption, based completely upon [redacted] own misunderstanding of the functions of Recording. He acknowledged his own error in this misunderstanding and stated he accepted full responsibility for the misunderstanding and wrong assumptions which had been passed down to the employees in the Telephone Room. Inspector also inquired as to the necessity for maintaining original of correspondence in gray folder and as to whether the maintenance of copy would suffice. It is the consensus [redacted] Waikart and Inspector that original should be retained in gray folder so it may be readily furnished to Director along with background memorandum prior to Director's seeing visitor.

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**Corrective Steps Already Taken and Additional Ones Indicated:**

[redacted] has already advised Telephone Room employees of proper understanding of Recording's function and that correspondence must not be filed in gray folder without first assuring required action taken and initialing by officials whose names appear thereon. As result of Inspector's findings, [redacted] is further instructing that all stampings of

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b7C



**Memorandum to Mr. Tolson**

**Re:** [redacted]  
**West Germany**

b6  
b7C

section and division names are to be treated as officials' names and must likewise be initialed prior to filing. [redacted] should, in addition, take necessary action to assure that employees of Telephone Room are fully conversant with mail and filing procedures to guard against any other wrong assumptions or misunderstandings. The Telephone Room Manual, which has very recently been revised, should have added to it necessary instructions to assure no further misunderstanding by new employees and as a further training device for the present employees. These instructions should contain proper references in the Table of Contents and in the Index. Pursuant to the Inspector's suggestion, [redacted] has already initiated necessary action respecting the Manual.

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b7C

**Inspection of Director's Office 2/17 - 3/5/58:**

The report of Inspector H. L. Edwards concerning his recent inspection of the Director's Office contains a memorandum under the heading "Telephone Room -- Gray Folder" advising that on 2-28-58 he examined this folder. His only observations were concerning its physical condition -- needed replacement and fact that an obsolete calendar was taped to it. Mr. Edwards advised Inspector Phillips 5-9-58 it was his recollection that when he examined the gray folder 2-22-58, there was no "live" mail in it, i.e., none which required action or had names or stampings not initialed. Edwards stated that no specific inquiry was made by him which would have uncovered the wrong assumption under which the Telephone Room employees and [redacted] were operating because none was indicated as necessary by reason of there being no "live" mail in the gray folder. Edwards' inspection report also contains a memorandum concerning the Telephone Room Manual, pointing out a number of inaccuracies and inadequacies, and directing correction. The erroneous procedure uncovered by the mishandled letter concerning [redacted] is not mentioned as it was not discovered because there was no "live" mail in the folder. Edwards' instructions on other changes have already been augmented by Phillips' suggestion to Holloman for further addition to the Manual.

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**Action as to Original Request by Legat:**

When it was discovered on 5-8-58 that the Legat's letter had not been answered, a cable was sent to the Legat, who replied by cable 5-9-58. [redacted] has indicated in past conversations he intended to visit

Memorandum to Mr. Tolson

Re: [redacted]

West Germany

b6  
b7C

Washington, D. C., about mid-June; unable to supply specific date. Original of this cable has already been furnished to Director's Office.

### INSPECTOR'S CONCLUSIONS

This incident and resultant findings by Inspector revealed that a faulty procedure has been in effect in the Director's Telephone Room for many years and should have been detected long ago.

The responsibility for the misunderstanding and wrong assumption [redacted] and Telephone Room employees appears to be [redacted]. He should have been aware of the basic filing procedure involved and the employees under his direction should have been properly instructed and trained along these lines. [redacted] has acknowledged his delinquency in this regard. Instructions to Telephone Room employees and training of them in the matter involved were obviously inadequate. [redacted] recognizes this and has already initiated corrective action. This likewise applies to the Manual, to which he is making appropriate additions. [redacted] of the Telephone Room, advised that up to now only he and [redacted] filed correspondence in the gray folder. However, because of this incident only [redacted] would do so in the future and that, further, in his periodic checks of the folder (at least twice a day) he would be ever alert for any uninitialed correspondence which may have found its way into the folder. It does not appear to be necessary to restrict the filing into the gray folder only to [redacted] but this is a matter for [redacted] to decide in the light of the required efficient maintenance of the folder and assurance that all data concerning the Director's commitments is up-to-date. It is necessary, however, that responsibility be explicitly fixed for all filing into and maintenance of the gray folder. It does not appear that any change should be made in that originals of correspondence are permitted to be filed in the gray folder, as most pertain to commitments which are imminent and it is very necessary and desirable that the Director have the originals readily available. However, in matters wherein the commitment is for the far distant future, consideration should be given to having the original routed to file for later recall.

b6  
b7C

Memorandum to Mr. Tolson

Re:

West Germany

As respects the handling of this matter by the Legat, Bonn, it is noted that he made a request of the Bureau 3-20-58, received in the Bureau 3-25-58, which request required an answer. No answer was forthcoming until the cable of 5-8-58. It is believed that good business practice would have indicated that the Legat would have followed the Bureau on his request and it is believed that he should be reminded to do this in the future. The fact that he had subsequently determined that  would not be until mid-June rather than late May, should, itself, have been reason for corresponding again with the Bureau.

b6  
b7c

May 27, 1958

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

It is a real pleasure to advise you that you have been afforded an Outstanding performance rating covering your services for the period April 1, 1957, to March 31, 1958 which has been approved by the Efficiency Awards Committee of the Department. Enclosed is a copy of this rating which you may retain.

In recognition of the very valuable service you have rendered the Bureau during the past year I have been my pleasure to approve an incentive award for you and there is enclosed a check in the amount of \$328.00, which represents an award of \$400.00 less withholding tax. I realize that your responsibilities have been unusually heavy, yet you have discharged them superbly and with a sense of deep devotion and loyalty. I do not want the occasion to pass without expressing my gratitude for your valued services.

Sincerely yours,

J. Edgar Hoover

Enclosures (2)

1 - Mr. Mohr (Personal Attention) Enclosure

In the event it is not possible for the Director to personally present this award, it should be presented by you personally, or should the presentation be unreasonably delayed by your absence, the official acting for you should present it.

67-171084 Award #398-58

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

REC'D-READING ROOM

MAY 27 2 06 PM '58

REC'D-READING ROOM

TIME	10:35 AM
DATE	5-28-58
BY	PAV

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: H. LYNN EDWARDS

Where Assigned: Administrative Division, Personnel Section  
(Division) (Section, Unit)

Official Position Title: Inspector

Rating Period: from April 1, 1957 to March 31, 1958

ADJECTIVE RATING: OUTSTANDING Employee's Initials \_\_\_\_\_  
Outstanding, Excellent, Satisfactory, Unsatisfactory

Rated by: [Signature] Assistant Director 3/31/58  
Signature Title Date

Reviewed by: Cayde A. Tolson Associate Director 3/31/58  
Signature Title Date

Rating Approved by: [Signature] Director 3/31/58  
Signature Title Date

TYPE OF REPORT

(X) Official  
(X) Annual

67-171-084-240	
( ) Administrative	Reviewed 51
( ) 60-Day	MAY 29 1958
( ) Transfer	
( ) Separation from Service	
( ) Special	

**RECORDED**

4 JUN 4 1958

3-hw

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee H. Lynn Edwards Title Inspector  
Rating Period: from 4/1/57 to 3/31/58

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.  
Rate items as follows:  
+ Outstanding (exceeding excellent and deserving of special commendation).  
E Excellent.  
✓ Satisfactory (good or very good).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

### Guide for determining adjective rating:

- "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
- "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.  
A. Any element rated "Unsatisfactory" must be supported by narrative comments.  
B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>+</u> (1) Personal appearance.                                                                                                                                                                                                                          | <u>0</u> (17) Firearms ability.                                                                                                                                                                                                                                                                                                                                                          |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.                                                                                                                                                                                       | <u>0</u> (18) Development of informants and sources of information.                                                                                                                                                                                                                                                                                                                      |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).                                                                                                           | <u>+</u> (19) Reporting ability:<br><u>   </u> (a) Investigative reports<br><u>+</u> (b) Summary reports<br><u>+</u> (c) Memos, letters, wires<br>(Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization;<br><u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail.)                                     |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).                                                                                                                                                                                         | <u>0</u> (20) Performance as a witness.                                                                                                                                                                                                                                                                                                                                                  |
| <u>+</u> (5) Resourcefulness and ingenuity.                                                                                                                                                                                                                | <u>+</u> (21) Executive ability:<br><u>+</u> (a) Leadership<br><u>+</u> (b) Ability to handle personnel<br><u>+</u> (c) Planning<br><u>+</u> (d) Making decisions<br><u>+</u> (e) Assignment of work<br><u>+</u> (f) Training subordinates<br><u>+</u> (g) Devising procedures<br><u>+</u> (h) Emotional stability<br><u>+</u> (i) Promoting high morale<br><u>+</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required.                                                                                                                                                                                                  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>   </u> (a) As leader<br><u>   </u> (b) As participant                                                                                                                                                                                                                                                                   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.                                                                                                                                      | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.                                                                                                                                                                                                                                                                                                    |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.                                                                                                                                                                        | <u>+</u> (24) Ability to work under pressure.                                                                                                                                                                                                                                                                                                                                            |
| <u>+</u> (9) Planning ability and its application to the work.                                                                                                                                                                                             | <u>+</u> (25) Miscellaneous. Specify and rate:<br><u>   </u> Dictation ability <u>   </u>                                                                                                                                                                                                                                                                                                |
| <u>+</u> (10) Accuracy and attention to pertinent detail.                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>+</u> (11) Industry, including energetic, consistent application to duties.                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.            |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>0</u> (14) Technical or mechanical skills.                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>0</u> (15) Investigative ability and results:<br><u>   </u> (a) Internal security cases<br><u>   </u> (b) Criminal or general investigative cases<br><u>   </u> (c) Fugitive cases<br><u>   </u> (d) Applicant cases<br><u>   </u> (e) Accounting cases |                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>0</u> (16) Physical surveillance ability.                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                          |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.): Bureau Personnel Officer, Inspector

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Executive and administrative

- C. (1) Is employee available for general assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? yes (If answer is not "yes," explain in narrative comments.)

D. 1. Has employee had an abnormal sick leave record during rating period? no 2. Has employee used more sick leave during rating period than earned during such period? no (If answer to either question is "Yes," explain in narrative comments.)

E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No  
If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

ADJECTIVE RATING: OUTSTANDING EMPLOYEE'S INITIALS      
Outstanding, Excellent, Satisfactory, Unsatisfactory

**H. LYNN EDWARDS  
INSPECTOR  
ADMINISTRATIVE DIVISION  
ENTERED ON DUTY FEBRUARY 10, 1941**

Herein set forth are narrative comments in support of the Outstanding performance rating to which Mr. Edwards certainly appears entitled.

Inspector Edwards is the Personnel Officer for the entire Bureau and, in addition, in his capacity as an Inspector has been given some major and extremely difficult inspection assignments.

He is a clean-cut, impressive-appearing man who dresses in exceptionally fine business taste. His outstanding appearance makes him ideally suited for the position he holds.

As Personnel Officer of the Bureau, Mr. Edwards has clearly demonstrated over the years that he possesses a personality which leaves nothing to be desired. In fact, the success of the Bureau's personnel program can be attributed to a great extent to the effectiveness of his personal contacts with Bureau officials, employees, and officials elsewhere in the Government service. Probably one of the most outstanding attributes Mr. Edwards possesses is his exemplary attitude, which encompasses dependability, cooperativeness, loyalty, enthusiasm, and amenability. These sterling qualities have been demonstrated in every assignment he has undertaken. He has continuously made personal sacrifice well beyond that normally expected of a Government executive, in order to insure that the Bureau's responsibilities are properly discharged. Mr. Edwards is an inexhaustible worker who has remained at his desk around the clock on numerous occasions to complete urgent assignments without delay. There seems to be no limit to his energy and stamina, and his strong constitution permits him to remain mentally alert no matter how long the working hours.

Mr. Edwards has directed several highly important inspection assignments during the rating period, and their overwhelming success was due in great measure to his exceptional resourcefulness and ingenuity. He is always thinking of and advancing ways of improving operations and personnel procedures. Mr. Edwards forcefully drives himself and aggressively pursues every assignment. He possesses a dogged determination and refuses to compromise with inefficiency or anything less than perfection. He insists upon maximum performances from his subordinates, yet commands and maintains their respect.



His judgment during the rating period has been unerring. He has displayed an extraordinary ability to arrive at proper conclusions and to clearly define objectives. He has a discerning mind.

Mr. Edwards is a very decisive individual, which quality is most vital in his position. He has initiated countless procedures and actions designed solely for the betterment of the Bureau. He does not vacillate but, to the contrary, takes appropriate action on his own responsibility. Initiative of the highest order is manifested continuously in his work. Mr. Edwards carefully and logically plans every undertaking, no matter whether it is an immediate and pressing assignment or a project requiring extensive research and study. He has clearly demonstrated an outstanding ability to plan, organize, and direct major undertakings, and never loses sight of his objectives, which are always clearly defined. He is exceptionally orderly in his thinking and planning, and as a result loses absolutely no motion in tackling all problems with which he is confronted.

Accuracy is one of Mr. Edwards' major assets. His tremendous success is due to a great extent to his meticulous attention to pertinent detail. He has been given personnel and inspection assignments of the most difficult, delicate, and involved nature because of his established ability to accurately review, analyze, and report facts and to arrive at logical, sound conclusions. He is orderly in his thinking and industriously applies himself to every undertaking, no matter of what magnitude. He tenaciously stays with his assignments until completely resolved.

He has been singled out by the Director during the rating period for his exceptional performance in completing large and complex inspection assignments with unusual swiftness, yet absolutely nothing was left to be desired from a quality standpoint. He handles a tremendous volume of work and always adheres to deadlines. His capacity for work is unlimited. There are few officials in the Bureau today who possess such a comprehensive knowledge of his duties, the Bureau's rules and regulations, instructions and procedures, as that possessed by Mr. Edwards. He has a tremendous reservoir of information relating to his official duties, and this particularly makes him an invaluable official in his present assignment. Written products in the form of memoranda and letters prepared by Mr. Edwards are always rich in substance and perfect in form. He has clearly demonstrated superior qualities of leadership and all the attributes desired of a top Government official. His leadership talents have been clearly apparent in the tactful and effective manner in which he handles personnel; in the respect he commands and receives; and in his ability to plan, organize, and direct major assignments with the help of subordinate personnel. He effectively trains subordinates and

devises procedures that are always sound and in the best interest of the Bureau. He is evenly disposed, is respected by others, and promotes high morale. He realizes maximum results from his subordinates.

Mr. Edwards is constantly making suggestions for the improvement of the service. In fact, many of the Bureau's personnel policies and procedures today have resulted from suggestions made by him. He definitely has the best interests of the Bureau in mind at all times.

Mr. Edwards seems to be at his best when under extreme pressure and has been called upon on many occasions for delicate and onerous assignments because of his ability to think clearly and work effectively on assignments requiring the most special handling. The results attained by him while working under tremendous pressure have been truly outstanding.

During the rating period Mr. Edwards was personally commended or congratulated by the Director on ten separate occasions for his outstanding performances and accomplishments. In addition to his regular, heavy responsibilities, he has served as President of the FBI Recreation Association since January 1, 1958, and during the entire rating period has served on the Board of Directors of the United Givers Fund. The heavy additional responsibilities demanded of these offices have been handled cheerfully and competently by him, yet at great personal sacrifice. In every respect Mr. Edwards has earned for himself this Outstanding rating.





Mr. Tolson	✓
Mr. Boardman	
Mr. Belmont	
Mr. Mohr	✓
Mr. Nease	✓
Mr. Parsons	
Mr. Rosen	
Mr. Tamm	
Mr. Trotter	
Mr. Clayton	
Tele. Room	
Mr. Holloman	
Miss Gandy	

May 29, 1958

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

✓

Dear Mr. Hoover:

The honor which I was privileged to receive from you yesterday morning is something I shall never forget. The Outstanding performance rating and the opportunity to be photographed with you in your office marked two "firsts" for me which I am sure will serve to generate new incentive with each passing day. I wish to take this means of adding heartfelt thanks to those I expressed at the time.

Frankly, I have misgivings as to deserving such recognition and good fortune. Especially is this so when I realize that so many of your own outstanding efforts, exemplary and tireless devotion to this great organization seem at times to escape the full measure of recognition and complete public appreciation that we know they deserve. However, I can assure you that I personally will spare nothing to try to measure up to your expectations in an endeavor to prove that your confidence in me has not been misplaced.

Sincerely yours,

*no reply needed ✓*

*H. Lynn Edwards*  
H. Lynn Edwards

RECORDED

13

67-171084-242	
Searched	Numbered
1 JUN 4 1958	

**EXP. PROC.**

MAY 29 1958

4 JUN 9 1958

*[Handwritten signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nease

DATE: June 2, 1958

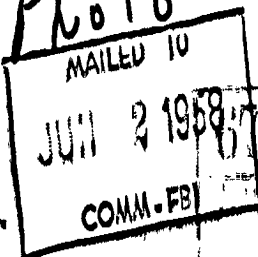
FROM : M. A. Jones

SUBJECT: INSPECTOR H. LYNN EDWARDS  
ADMINISTRATIVE DIVISION

Tolson	_____
Boardman	_____
Belmont	_____
Mohr	_____
Nease	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Clayton	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

On May 28, 1958, the Director presented a Cash Award to Inspector Edwards, who has respectfully requested that if possible the Director autograph a copy of the photograph taken on the occasion for him. Accordingly, a copy is attached.

Enclosure

ECK:grs  
(2)

171 084-243

RECORDED

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 6-10-58

FROM : H. L. Edwards *HLE*SUBJECT: H. LYNN EDWARDS  
ERROR IN CORRESPONDENCE

Tolson	_____
Boardman	_____
Belmont	_____
Mohr	_____
Nease	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Clayton	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

On 6-4-58 an error was detected by the Reading Room in an outgoing letter to the Chairman of the Civil Service Commission. The word "representatives" was misspelled. I dictated this communication and failed to detect the misspelling when I reviewed and initialled it.

RECOMMENDATION:

It is recommended that a letter of censure be directed to me for this error. A letter is attached.

*OK*  
*JPM*  
*6/10*

*ERC*  
*6/11*

Enclosure

*4* JIC:pmd *pmd*  
(2)

RECORDED - 139

67-171084-244	
Searched	Numbered
5	JUN 12 1958

3 JUN 17 1958 *130*

*11e*

June 11, 1958

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

On June 4, 1958, an error was detected in an outgoing communication prepared by you and addressed to the Chairman of the Civil Service Commission. Although the letter did not leave the Bureau with the mistake in it, you were negligent in not initially discovering the error and having it corrected.

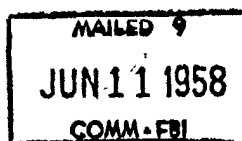
Accordingly, it will be necessary for you to exercise more care in connection with the preparation of official correspondence so that such mistakes may be avoided.

RECORDED - 189

Very truly yours,

J. Edgar Hoover

JIC:pmc  
(5)



John Edgar Hoover  
Director

1 - Mr. Mohr (Personal Attention)

1 - Administrative Division Personnel File

Based on memo Edwards to Mohr 6-10-58 JIC:pmc.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

JUN 11 1958 00 AM '58  
REC'D-READING ROOM

67-171084-5

Searched JUN 12 1958

FBI

*[Handwritten signature]*

*[Handwritten initials]*

JUN 11 1958

*[Handwritten signature]*

*Heck*

June 18, 1958

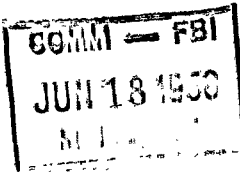
PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I have been informed that the FBIRA Picnic and Field Day held at Quantico on Saturday, June 14th, was a tremendous success. As President of the FBIRA, you are certainly entitled to a feeling of gratification since your splendid efforts contributed so materially to the excellent planning and coordination of the many activities presented. I do not want the occasion to pass without expressing my commendation to you.

Sincerely yours,  
J. Edgar Hoover



JUN 18 10 45 AM '58  
REC'D-READING ROOM  
FBI

1 - Mrs. Mohr (Personal Attention)

LRH:cmt  
(4)  
67-171084

Polson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐



OFFICE OF DIRECTOR  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

June 16, 1958

*H. Lynn Edwards*  
On Saturday, June 14, 1958, I attended the FBIRA Picnic at Quantico. There were approximately 1800 in attendance at this picnic.

A very excellent program was presented which definitely reflected excellent planning on the part of those responsible for the picnic. Numerous contests were held for the participation of both the children and the adults and various types of games were provided. The firearms instructors at Quantico opened the program with a very outstanding firearms exhibition and Mr. Sloan is to be commended for the very excellent presentation.

In the afternoon the Marine Corps presented an outstanding program which consisted of a mock Marine attack on a pill box. Helicopters were utilized in transporting troops and making landings, as well as transporting military equipment such as jeeps. This was a most interesting and exciting presentation and the Marine Corps should be commended for their excellent performance in putting on their exhibition for the benefit of those attending the picnic.

The weather was perfect for the picnic and everyone seemed to enjoy himself very highly.

FCH:rm  
(2)

Mr. Tolson \_\_\_\_\_  
Mr. Boardman \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Mr. Parsons \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tamm \_\_\_\_\_  
Mr. Trotter \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Miss Holmes \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

RECEIVED

RECEIVED

JUN 18 1 53 PM '58

3-100

In view of the excellence of this program and the apparent planning and coordination which went into making it a big success, Mr. H. L. Edwards, the President of the FBIRA, and Special Agent Supervisor Francisco of the Training and Inspection Division, who was the general chairman of the picnic, and others who participated in presenting this program should be commended for a very outstanding function.

*Letter of commendation to  
H.L. Edwards*

*6-18-58 LPH:cmr*

*Letter to other individuals  
lauded by memo Mr. Edwards  
to Mr. Mohr 6/17/58, HLE;MAN.*

*HW*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 6/27/58

FROM : H. L. Edwards *HLE*

SUBJECT: Annual Leave

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Clayton \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

W. C. Sullivan

I was scheduled for two weeks' annual leave from Monday, 6/30/58 through Friday, 7/11/58. In view of the intervention of the special inspection in the Deserter Fugitive Unit, I had to suspend the inspection of Mr. Tolson's Office. Unless advised to the contrary I feel I should cut short this scheduled leave and not begin it until I can complete the inspection of Mr. Tolson's Office and clear the report.

I will have to be back at the office Monday, 7/14/58 because I am scheduled for Operation Alert that week. Thereafter for the next five weeks until 8/25/58 Mr. Ingram, No. 1 Man in the Personnel Section, will be away partly because of his scheduled vacation and partly because he will be on Mr. Tavel's desk in your office three weeks while Mr. Tavel is on vacation. I am scheduled for my third week of leave the week of 8/25/58 and the following Tuesday, 9/2/58 I will begin the recheck of the Investigative Division.

If the foregoing plan for beginning the inspection in Mr. Tolson's Office Monday, June 30, meets with his approval, I will proceed accordingly.

HLE:MAH

(3)

*I think Edwards  
 could take his  
 scheduled leave*

*RECORDED 144  
 7/1/58  
 J. S.*

*171 284-248  
 78*

*3 min*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 6-17-58

FROM : H. L. Edwards *HL*SUBJECT: FBIRA PICNIC AND FIELD DAY  
Quantico Ranges  
Saturday, June 14, 1958

Tolson	_____
Boardman	_____
Belmont	_____
Mohr	_____
Nease	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
Clayton	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Attached for approval are letters of appreciation to the following individuals in recognition of splendid assistance rendered by them which contributed substantially to the extremely successful FBIRA Picnic and Field Day held at the FBI Ranges at Quantico Saturday, June 14, 1958, for Bureau employees, their families and guests in the Washington area (including some from Baltimore and Richmond field offices:

Special Agent Supervisor L. A. Francisco, General Chairman, Training and Inspection Division; Special Agent Supervisor, Mario Gregorio, Investigative Division, Chairman of Subcommittee on Contests, Games and Prizes; Special Agent O. G. Medler, Records and Communications Division, Chairman of Subcommittee on Tickets, Transportation and Parking; [redacted] Administrative Division, Chairman of Subcommittee on Dancing and Dance Contest; [redacted] Exhibits Section, Chairman of Subcommittee on Publicity and Art Work; SAC H. L. Sloan and Quantico staff for firearms demonstration, liaison with U. S. Marine Corps Schools and splendid cooperation on all planning; and Lieutenant General Merrill B. Twining, Commandant, Marine Corps Schools, for excellent cooperation of himself, his officers and staff including the excellent helicopter demonstration, band concert, music for the dance and assistance on picnic tables, parking, etc.

RECORDED - 112

Many other agent and clerical personnel at the Seat of Government and Washington Field Office assisted on various committees but in the interest of being practical, individual letters are not being recommended for them but a copy of this memorandum is being placed in their personnel files to be considered in connection with performance ratings and general evaluation of their excellent cooperative attitudes. It would have been impossible for the affair to be such a tremendous success without the voluntary services of these employees selling tickets, taking tickets at the gate, managing various events, helping set up the equipment and take it down at the end, general policing, etc.

JUN 20 1958

Overwhelming opinion is that the picnic was an outstanding success. Ticket sales totaled 2,123 at the latest count and this figure does not include complimentary tickets to Marine Corps personnel. A separate financial statement is being prepared.

HLE:MAH

(3)

Enclosures sent 6-18-58

ENCLOSURE

prepared which will reflect exact profit which at this time appears to be approximately \$75.00. As you know, the affair was not intended as a money maker, the tickets being only 25 cents per person, enough to cover prizes, hiring busses, and other incidentals. Last year's picnic went into the red approximately \$750.00.

Although General Twining had to send last minute regrets because of a conflicting commitment which prevented him from being there, he was represented by Major [redacted] over-all coordinator for the picnic from the Marine Corps Schools; Major [redacted] narrator for the splendid Marine demonstration of helicopters, armored equipment, the rifle team, rocket launching team, flame throwing team, rescue operation and general combat demonstration; Chief Warrant Officer [redacted] leader of the band which put on a one-hour concert and subsequently played one hour for the rifle deck dancing and dance contest; and Captain [redacted] who supervised the moving of picnic tables and other equipment to and from the ranges.

b6  
b7C

#### RECOMMENDATIONS:

1. That the attached letters mentioned herein be approved.

✓ H. Edwards

2. That approval be given to placing a copy of this memorandum in each of the personnel files of the attached list of other employees who helped with the picnic.

GR  
6/18

✓

H. Edwards

James  
6/18

W.H.

Letter To H.L. Edwards  
Sent Through Separately.  
←←

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

6-10-58

I certify that I have received the following Government property for official use:

~~returned~~

U.S.D.J. Garage Parking Sticker, Space 14

RETURNED

Parking Permit Space 14 ✓

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY. JUN 24 1958

FILE

3-M

PER

Very truly yours,

*H. L. Edwards*  
H. L. Edwards

# Esso Standard Oil Company

Esso

7720 YORK ROAD • BALTIMORE 4, MD.

DEL-MD-DC SALES DIVISION  
CREDIT DEPARTMENT

7/2/58

MAILING ADDRESS  
P. O. BOX 1288, BALTIMORE 3, MD.

F. B. I.  
4519 Justice Bldg.  
Wash. 25, D.C.

Re: H. Lynn Edwards  
2707 Longstreet Court  
Falls Church, Va.

*12/2/58*  
*7/2/58*

Gentlemen:

(Special Agent)

The person named above has applied to us for credit. We are informed that the applicant is in your employ. It will be of considerable assistance to us in making our decision, as well as an accommodation to your employee, if you would be kind enough to furnish us with the answers to the questions below.

We shall appreciate your courtesy in replying, and assure you that the information furnished will be treated as strictly confidential. A prepaid envelope is enclosed for your convenience.

Very truly yours,

*letter prepared*  
*7-8-58*  
*MA/pab*

[Redacted Signature Box]

b6  
b7c

Position \_\_\_\_\_ Is it considered permanent? \_\_\_\_\_

Length of service \_\_\_\_\_ Approx. monthly income \$ \_\_\_\_\_  
Wage ☐  
Salary ☐  
Commission ☐

How often paid? \_\_\_\_\_

Does position require travel? \_\_\_\_\_

If so, do you reimburse expenses? \_\_\_\_\_ How often? \_\_\_\_\_

Age \_\_\_\_\_ Married \_\_\_\_\_ Single \_\_\_\_\_

Have you heard of any financial difficulties? \_\_\_\_\_

Would you recommend for credit? \_\_\_\_\_

Comments \_\_\_\_\_

RECORDED

67 171084-249

August 20, 1958

[Redacted]  
Civil Service Commission  
230 Pension Building  
Washington 25, D. C.

b6  
b7C

Dear [Redacted]

Confirming the telephone conversation between you and Personnel Officer H. L. Edwards on August 19, 1958, this is to advise that as Personnel Officer of the Federal Bureau of Investigation, Mr. Edwards is authorized to request and receive test material.

Sincerely yours,

John Edgar Hoover  
Director

RMM:rjc  
(3)

Tolson \_\_\_\_\_  
Nichols \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Nease \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM

59

(44)

250

3 WBH

W-113H



6-10-58

Weight 177

H. L. EDWARDS

## Weights for Males

Height Feet-Inches	SMALL FRAME Desirable-Maximum	MEDIUM FRAME Desirable-Maximum	LARGE FRAME Desirable-Maximum
5 4	121-131 144	129-139 153	136-148 163
5 5	124-134 147	132-142 156	140-152 167
5 6	128-138 152	136-146 161	144-157 173
5 7	131-142 156	140-151 166	148-161 177
5 8	135-146 161	144-155 171	152-165 182
5 9	139-150 165	148-159 175	156-170 187
5 10	143-154 169	152-163 179	160-175 193
5 11	147-159 175	156-168 185	164-180 198
6 0	152-164 180	161-173 190	169-185 204
6 1	158-170 187	166-179 197	174-191 210
6 2	163-175 193	171-184 202	179-197 217
6 3	168-180 198	176-189 208	184-202 222
6 4	174-186 205	182-195 215	190-208 229
6 5	180-191 210	188-201 221	196-214 235

3. Examinee's frame is ☐ small ☒ medium ☐ large

4. Considering above weight table, the examinee's frame, and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

5. Under proper medical supervision, examinee should ☐ lose \_\_\_\_\_ pounds

☐ gain \_\_\_\_\_ pounds

b6  
b7C

Remarks: \_\_\_\_\_

(Signature of Medical Examiner)

10 Jun 58  
(Date)

*3/10/58*  
*W 8A*

67-  
AUG 1 1958

ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION  
FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER

Name of Examinee: \_\_\_\_\_  
 (Type or print)                      *Last*                      *First*                      *Middle*

The following portions of the attached examination report form need not be completed:

2	62
3	65
11	67
14	68
17	69
46	71
48	72
49	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

*The medical examiner should answer the following question:*

Examinee ☐ is ☐ is not qualified for strenuous physical exertion.

TO BE ANSWERED IN THE CASE OF ALL MALE EMPLOYEES AND MALE APPLICANTS:

- Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?  
☐ No    ☐ Yes. If "yes" please specify defects. \_\_\_\_\_
- Does examinee have any defects prohibiting safe operation of motor vehicles?  
☐ No    ☐ Yes. If "yes" please specify defects. \_\_\_\_\_

July 25, 1958

MEMORANDUM FOR MR. TOLSON

67-236143-379  
On July 21, 1958, I saw Inspectors J. F. Malone and H. L. Edwards, who had been ordered to make inspections of certain divisions at the Seat of Government.

I told Messrs. Malone and Edwards I wanted them to approach these inspections with complete objectivity and to exercise extreme penetrativeness in conducting them. I related some of the problems which have arisen in the Investigative Division, the Domestic Intelligence Division, and the Training and Inspection Division and stated I wanted now to get the real run down on the actual functioning of the divisions at the Seat of Government similar to what a thorough physical examination would be of an individual.

Very truly yours,

John Edgar Hoover  
Director

7/31 8 35 PM '58  
RECEIVED FBI  
MCH

JEH:EDM (5)  
*JEH*

67-236143-379  
8

SENT FROM D. O.  
TIME 9.10 AM  
DATE 7-25-58  
BY EAH

*THURS 5-8*

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

TELETYPE UNIT ☐

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

December 26, 1957

I certify that I have received the following Government property for official use:

~~teletype~~

Fingerprint Correspondence Section Manual  
of Instructions #368 - *let. 2-4-58*

Fingerprint Correspondence Section  
Correspondence Manual #83 - *let. 2-4-58*

Posting Section Manual #51 - *let 4-4-58 by Mr. Hyde*

Card Index Section Manual #56

Latent Fingerprint Section Manual #1

Assembly Section Manual #28

Recording Section Manual #12 *let. 5-27-58*

*All returned  
per miss Jones  
7-11-58*

*Charged on Inv. Records  
to be returned after inspection.*

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT-MARK-OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY

JUL 14 1958

Very truly yours,

*H. L. Edwards*  
H. L. Edwards

*7-11-58  
3/20*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

I certify that I have received the following Government property for official use:

~~returned~~

D. C. Official Parking Permit, expires 6-30-59

RETURNED

D. C. Official Parking Permit, expires 6-30-58


FILE

3-M

PER. 

67 NOV 1958  
6 PM READ  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

Very truly yours,



H. L. EDWARDS

*pab*  
*ja*  
July 8, 1958

Esso Standard Oil Company  
Post Office Box 1288  
Baltimore 3, Maryland

Attention: Credit Department

Gentlemen:

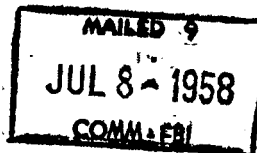
Receipt is acknowledged of your inquiry dated July 2, 1958, regarding Mr. H. Lynn Edwards.

Mr. Edwards entered on duty in the Federal Bureau of Investigation on February 10, 1941, as a Special Agent. He is presently occupying the position of Inspector with salary of \$14,430 per annum. His position is of a permanent nature. Our records indicate his date of birth is May 14, 1915.

Very truly yours,

John Edgar Hoover  
Director

MA:pab (3)  
67-171084



Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont *EC-10* \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*EBT*

*MAIL ROOM*

MAIL ROOM ☐

REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME (Type or print) <b>Edwards, H. Lynn</b>		2. GRADE AND COMPONENT OR POSITION <b>Inspector</b>	3. IDENTIFICATION NO.
4. HOME ADDRESS (Number, street or RFD, city or town, zone and State)		5. PURPOSE OF EXAMINATION <b>Annual</b>	6. DATE OF EXAMINATION <b>AUG 26 1958</b>
7. SEX <b>M</b>	8. RACE <b>W</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY      CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE
11. ORGANIZATION UNIT		12. DATE OF BIRTH <b>14, May 1915</b>	
13. PLACE OF BIRTH <b>Penna.</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>NNMC</b>		16. OTHER INFORMATION	

17. RATING OR SPECIALTY		TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
CLINICAL EVALUATION (Check each item in appropriate column; enter "N, E" if not evaluated)		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)	
NORMAL	ABNOR- MAL		
		18. HEAD, FACE, NECK, AND SCALP	
		19. NOSE	
		20. SINUSES	
		21. MOUTH AND THROAT	
		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)	
		23. DRUMS (Perforation)	
		24. EYES—GENERAL (Visual acuity and refraction under items 58, 60, and 61)	
<b>NE</b>		25. OPHTHALMOSCOPIC	
		26. PUPILS (Equality and reaction)	
		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)	
		28. LUNGS AND CHEST (Include breasts)	
		29. HEART (Thrust, size, rhythm, sounds)	
		30. VASCULAR SYSTEM (Varicosities, etc.)	
		31. ABDOMEN AND VISCERA (Include hernia)	
		32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)	
		33. ENDOCRINE SYSTEM	
		34. G-U SYSTEM	
		35. UPPER EXTREMITIES (Strength, range of motion)	
		36. FEET	
		37. LOWER EXTREMITIES (Except feet) (Strength range of motion)	
		38. SPINE, OTHER MUSCULOSKELETAL	
		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS	
		40. SKIN, LYMPHATICS	
		41. NEUROLOGIC (Equilibrium tests under item 70)	
		42. PSYCHIATRIC (Specify any personality deviation)	
Females only (Check how done)			
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL	

RECORDED - 150  
ENCLOSURE  
RECORDED - 150

67-171034-251  
31

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively)																45. REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES	
O.—Restorable teeth      X.—Missing teeth      (X X X)—Fixed bridge, brackets to include abutments I.—Nonrestorable teeth      XXX.—Replaced by dentures																	
R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	L
I	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	E

46. URINALYSIS: SP, GR. <b>1.014</b>			47. CHEST X-RAY (Place, date, film number, result)			48. SEROLOGY (Specify test used and result)		
ALBUMIN	SUGAR	MICROSCOPIC	49. BLOOD TYPE AND RH FACTOR			50. OTHER TESTS		
<b>neg.</b>	<b>neg.</b>	<b>neg.</b>	<b>72</b>			<b>051428C-negative</b>		
49. EKG <b>Within normal limits</b>			50. GU dept. - See report.			<b>negative</b>		

3/2/58

MEASUREMENTS AND OTHER FINDINGS											
51. HEIGHT <b>69</b>		52. WEIGHT <b>175</b>		53. COLOR HAIR <b>Brown</b>		54. COLOR EYES <b>Hazel</b>		55. BUILD. SLENDER <input type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input checked="" type="checkbox"/> OBESSE <input type="checkbox"/>		56. TEMP. <b>98.6</b>	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING		SYS. <b>110</b>		RECUM-BENT		SYS.		STANDING (3 min.)		SYS.	
		DIAS. <b>70</b>				DIAS.				DIAS. <b>68</b>	
59. DISTANT VISION						60. REFRACTION			61. <b>.62m</b> NEAR VISION		
RIGHT 20/ <b>50</b>		CORR. TO 20/ <b>20</b>		<b>Lenses</b>		BY <b>S</b>		CX		CORR. TO <b>20-12</b> BY	
LEFT 20/ <b>70</b>		CORR. TO 20/ <b>20</b>				BY <b>S</b>		CX		CORR. TO <b>20-10</b> BY	
62. METEOPHORIA (Specify distance) ES° EX° R. M. L. M. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION				64. COLOR VISION (Test used and result)				65. DEPTH PERCEPTION (Test used and score)			
RIGHT LEFT				<b>1946 AOC 18x18</b>				UNCORRECTED			
								CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION	
70. HEARING		71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	
		250		500		1000		2000		3000	
		dB		dB		dB		dB		dB	
RIGHT WV 75 SV 75		RIGHT									
LEFT WV 15 75 SV 15 75		LEFT									
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY											

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check) **Strenuous Physical Exaltion**  
☒ IS QUALIFIED FOR **and use of Firearms.**  
☐ IS NOT

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

**CAPT, MC, USN**

SIGNATURE

SIGNATURE

80. TYPED OR PRINTED NAME OF PHYSICIAN

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS



CLINICAL RECORD

CONSULTATION SHEET

REQUEST

TO: *G.U. Department* FROM: (Requesting ward, unit, or activity) *Staff Clinic* DATE OF REQUEST *1 Aug 58*

REASON FOR REQUEST (Complaints and findings)

*This FBI SA was treated by your Department  $\pm$  1 yr. ago for acute prostatitis. When released from treatment he was advised to return for a check at time of his annual examination.*

PROVISIONAL DIAGNOSIS

*Phys. Exam.*

DOCTOR'S SIGNATURE *S/* APPROVED PLACE OF CONSULTATION ☐ BEDSIDE ☒ ON CALL ☐ EMERGENCY ☒ ROUTINE

b6  
b7C

CONSULTATION REPORT

*8-7-58 @1330 Appointment was cancelled due to being called out of town on emergency.*

*S/ RHD  
8-6-58*

*No symptoms.*

*Urine Abb-Neg.  
Two glass #1 occ WBC  
#2 rare WBC*

*Genetalia - N*

*Prosfoto - Boggy as c retained secretions, not otherwise abnormal*

*Sections - 8 to 15 WBC/HPF*

(Continued on reverse side)

SIGNATURE AND TITLE DATE IDENTIFICATION NO. ORGANIZATION

PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)

REGISTER NO.

WARD NO.

*Staff Clinic*

*EDWARDS, H. Lynn*

*FBI  
ENCLOSURE*

CONSULTATION SHEET

Standard Form 513

*S/ GRJ*

101  
Imp - Normal lower tract  
Rev. IVP / Cystogvern reveal  
normal upper tract

Suggest - No Rx -  
Check at next annual  
Physical if desired.

S/ Irons USNMC

**ATTACHMENT TO STANDARD FORM 88, REPORT OF MEDICAL EXAMINATION  
FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER**

Name of Examinee: Edwards, H. Lynn  
(Type or print) Last First Middle

The following portions of the attached examination report form need not be completed:

2	62
3	65
11	67
14	68
17	69
46	71
48	72
49	

46. Is necessary unless facilities for affording same are not readily available.
48. Not required unless examinee is over 35 years of age or examination indicates such is desirable.
49. Is necessary unless facilities for affording same are not readily available.
71. Audiometer examinations should be afforded whenever possible.

**FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS  
OR EMPLOYEES:**

*The medical examiner should answer the following question:*

Examinee ☒ is ☐ is not qualified for strenuous physical exertion.

**TO BE ANSWERED IN THE CASE OF ALL MALE EMPLOYEES AND MALE APPLICANTS:**

- Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?  
☒ No ☐ Yes. If "yes" please specify defects. \_\_\_\_\_
- Does examinee have any defects prohibiting safe operation of motor vehicles?  
☒ No ☐ Yes. If "yes" please specify defects. \_\_\_\_\_

ENCLOSURE 9-171084-251

# Weights for Males

Height Feet-Inches	SMALL FRAME		MEDIUM FRAME		LARGE FRAME	
	Desirable	Maximum	Desirable	Maximum	Desirable	Maximum
5 4	121-131	143	129-139	152	136-148	162
5 5	124-134	146	132-142	155	140-152	166
5 6	128-138	151	136-146	160	144-157	172
5 7	131-142	155	140-151	165	148-161	176
5 8	135-146	160	144-155	170	152-165	181
5 9	139-150	164	148-159	174	156-170	186
5 10	143-154	168	152-163	178	160-175	192
5 11	147-159	174	156-168	184	164-180	197
6 0	152-164	179	161-173	189	169-185	203
6 1	158-170	186	166-179	196	174-191	209
6 2	163-175	192	171-184	201	179-197	216
6 3	168-180	197	176-189	207	184-202	221
6 4	174-186	204	182-195	214	190-208	228
6 5	180-191	209	188-201	220	196-214	234

3. Examinee's frame is ☐ small ☐ medium ☒ large

4. Considering above weight table the examinee's frame and other individual physical characteristics, I consider his present weight ☒ Satisfactory ☐ Excessive ☐ Deficient

5. Under proper medical supervision, examinee should ☐ lose \_\_\_\_\_ pounds

☐ gain \_\_\_\_\_ pounds

Remarks: Under Thyroid therapy because low protein I<sub>2</sub> - would not recommend change.

(Signature of Medical Examiner)

**AUG 26 1958**

(Date)

b6  
b7C

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

8/13/58

I certify that I have received the following Government property for official use:

~~refused~~

FBI Identification Card #S-09269 ✓

FILE

3-M

PER

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

Very truly yours,

(Written  
Signature)

(Typed  
Signature)

H. Lynn Edwards

SEP 8 1958

September 17, 1958

MEMORANDUM FOR MR. TOLSON

Yesterday Inspector H. L. Edwards, who has recently been assigned to your office, called to see me to thank me for his designation to this position.

I pointed out to Mr. Edwards the heavy burdens and responsibilities attached to this new assignment and the necessity for him to be thoroughly objective and penetrative in all matters handled. I stated that I wanted to have a fair but firm administration in the handling of our work and to do this we would need some tough executives who could hold subordinate officials and supervisors to their individual responsibilities.

Mr. Edwards makes an excellent personal appearance, seems to be highly enthusiastic about his new assignment, and I consider him above the average. I have sent through a request that Mr. Edwards be promoted to GS-17 in view of his new assignment to your office and in view of the highly proficient manner in which he has handled some recent difficult and delicate assignments.

Very truly yours,

*15/8EH*

John Edgar Hoover  
Director

RECORDED - 143

67-171084-252	
Searched	Numbered 53
1 SEP 18 1958	

JEH:EDM (5)

*edm*

*2655*

*5 SEP 28*

*BEH 471*

SENT FROM D. O.	
TIME	<i>11:20 AM</i>
DATE	<i>9-17-58</i>
BY	<i>JED</i>

*3* SEP 24 1958

MAIL ROOM ☐ TELETYPE UNIT ☐

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

Date:

9/17/58

I certify that I have received the following Government property for official use:

~~/returned/~~

Royal Portable Typewriter #D3393542

FILE  
3-M  
JLB  
PER

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

167 NC

Very truly yours,

(Written  
Signature)

H. Lynn Edwards

(Typed  
Signature)

H. Lynn Edwards

issued by

[Redacted]

41

b6  
b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 9-15-58

FROM : W. S. Tavel *WST*

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 Clayton \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_  
 W. C. Sullivan

SUBJECT: *O* H. LYNN EDWARDS  
 Inspector  
 Mr. Tolson's Office  
 (to report upon completion of  
 his present inspection assignments)  
 EOD 2-10-41; GS-16, \$14,430  
 Non-Veteran; Not in Reserve  
 Not on Probation

By letter dated 9-12-58 he was promoted to the position of Inspector in Mr. Tolson's Office. He will report to Mr. Tolson's Office upon completion of his present inspection assignments. The following is a brief, concise summary concerning Mr. Edwards for the Director's use.

Mr. Edward entered on duty 2-10-41 as a Special Agent and he was transferred to the Seat of Government on 6-2-43 as a Supervisor in the Administrative Division. On 4-30-47 he was designated Personnel Officer in the Administrative Division and was designated an Inspector on 12-31-57. On his 1958 annual performance report Mr. Mohr rated him Outstanding. He was last CENSURED by letter dated 6-11-58 inasmuch as an error was detected in an outgoing communication he prepared and addressed to the Chairman of the Civil Service Commission. This letter did not leave the Bureau with the mistake in it. He was last COMMENDED on 6-18-58 for his splendid efforts which contributed so materially to the excellent planning and coordination of the FBIRA Picnic and Field Day held at Quantico on Saturday, June 14th.

The Director saw Mr. Edwards on 7-21-58. He had been ordered to make inspections of certain divisions at the Seat of Government and the Director stated he wanted him to approach his inspections with complete objectivity and to exercise extreme penetrativeness in conducting them. It is noted Inspector Edwards is presently nearing the completion of an inspection of the Domestic Intelligence Division and has for inspection the Investigative Division and the Training and Inspection Division.

His daily average overtime for the last six months was as follows: March, 4 hours 11 minutes; April, 3 hours 58 minutes; May, 3 hours 44 minutes; June, 5 hours 26 minutes; July, 4 hours 24 minutes; August, 4 hours 49 minutes.

RECORDED - 133

As of February, 1958, Mr. Edwards listed the Seat of Government and Washington, D. C. as his offices of preference. 1 SEP 18 53

Mr. Edwards brother, SA Frederick L. Edwards, is a Supervisor in the Domestic Intelligence Division in Grade GS-13, \$10,130 per annum. A brother-in-law, SA(A) James H. Humphries is assigned to the Richmond Office

FDH/dar

Attachment (Permanent Brief)

*Mr. Tolson*  
*9/17/58*  
*JG H. Edm*

THRE



b6  
b7C

in Grade GS-11, \$7030 per annum. [redacted] is a former Special Agent, having entered on duty 7-5-49 as a Clerk, 1-29-51 as a Special Agent and Resigned 2-7-58. [redacted] and [redacted] are former employees of the Bureau. [redacted] was a summer employee in the Records and Communications Division from 5-26-58 to 8-25-58. She was assigned as a File Clerk at \$3255 per annum in GS-2. The service records of the above relatives are entirely satisfactory.

Prepared by *adh*  
Checked by *ma*  
Filed by:

September 16, 1958

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise that  
you are being promoted to the position of  
Inspector, \$15,375 per annum in Grade GS 17,  
effective September 21, 1958.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director



1 -

1 - Movement

MA:adh  
(4)

✓

67-171  
Searched \_\_\_\_\_ Indexed \_\_\_\_\_  
3 SEP 19 1958

SEP 16 5 35 PM '58  
REC'D - RECEPTION  
FBI  
RECEIVED  
SEP 16 1958

- Tolson \_\_\_\_\_
- Boardman \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Nease \_\_\_\_\_
- Parsons \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tamm \_\_\_\_\_
- Trotter \_\_\_\_\_
- Clayton \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Holloman \_\_\_\_\_
- Gandy \_\_\_\_\_

SEP 23 1958  
38

MAIL ROOM ☐

W. C. Sullivan

ST  
70

September 12, 1958

PERSONAL

Mr. H. L. Edwards  
Federal Bureau of Investigation  
Washington, D. C.

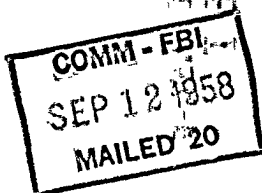
Dear Mr. Edwards:

I am happy to inform you that I have approved your promotion to the position of Inspector in the Office of Associate Director Clyde A. Tolson.

You should arrange to report there immediately after you complete your present inspection assignments.

Sincerely yours,  
J. Edgar Hoover

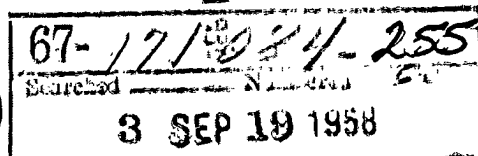
John Edgar Hoover  
Director



CC - Mr. Mohr

Mr. Edwards is presently nearing the completion of the inspection of the Domestic Intelligence Division and has for inspection the Investigative Division and the Training and Inspection Division.

JPM:DW  
(4)



Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐ TELETYPE UNIT ☐

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR

DATE: 9/12/58

FROM : CLYDE TOLSON

SUBJECT:

Tolson \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

I would like to recommend the following personnel changes:

The assignment of Mr. H. L. Edwards, Personnel Officer in the Administrative Division, to the position of Inspector in my office to replace [redacted]

The assignment of Mr. William S. Tavel, Special Agent, now assistant to Mr. Mohr in the Administrative Division, to the position of Personnel Officer, Administrative Division, to succeed Mr. Edwards.

The assignment of Inspector [redacted] in my office, to replace Mr. Tavel as Assistant to Mr. Mohr, in the Administrative Division.

Summaries of the files of the individuals referred to are attached.

CT:DSS

*concur.*

67-171084-256  
 Searched \_\_\_\_\_ Numbered 63  
 3 SEP 19 1958

b6  
 b7C

*Letters to  
 Messrs  
 Tavel & Edwards  
 9/12/58  
 JTW*

RECORDED - 144

3 SEP 24 1958

Mr. Tolson	<input checked="" type="checkbox"/>
Mr. Belmont	<input type="checkbox"/>
Mr. Mohr	<input type="checkbox"/>
Mr. Nease	<input type="checkbox"/>
Mr. Parsons	<input type="checkbox"/>
Mr. Rosen	<input type="checkbox"/>
Mr. Tamm	<input type="checkbox"/>
Mr. Trotter	<input type="checkbox"/>
Mr. W.C. Sullivan	<input type="checkbox"/>
Tele. Room	<input type="checkbox"/>
Mr. Holloman	<input type="checkbox"/>
Miss Gandy	<input type="checkbox"/>

September 17, 1958

*File*  
*1/*

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

To put it mildly, I was overwhelmed by your letter which I received this morning telling me of my promotion to Grade GS-17. Inasmuch as I imposed on your valuable time as recently as yesterday, I hope you will accept this note as an expression of my humble thanks.

Any services I have been able to render to merit this recognition have been made immeasurably easier because of the real privilege I have had to obtain an insight into your wisdom, knowledge and uncanny understanding. This has provided me with guidance for which I shall ever be grateful.

I hope you will never hesitate to call upon me for any job at any time or place where you think I could help.

Sincerely yours,

*H. Lynn Edwards*

H. Lynn Edwards

*no reply*

RECORDED - 143

67-171084-257	
Searched	Numbered
1 SEP 19 1958	

*3/20*

3 SEP 24 1958

~~EXP. PROC.~~  
SEP 17 1958

*14*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR

DATE: 11/24/58

FROM : H. L. EDWARDS *HL*

SUBJECT: ANNUAL LEAVE REQUEST

Tolson	_____
Belmont	_____
Mohr	_____
Nease	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Attached is a n annual leave request for two days of annual leave (Friday, 11/28, and Monday, 12/1/58), for which I am respectfully requesting approval for the purpose of taking my family out of town over the Thanksgiving holiday. Approval of this will not interfere with my current inspection assignment as I have arranged for adequate coverage.

*Recommend  
approval.*

Enclosure -

HLE:jlj

(2)

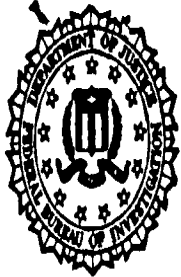
*detached in leave unit 11/25*

RECORDED - 131

67-171084-258	
Searched _____	Numbered <u>77</u>
4 DEC 1 1958	

*149*  
1 DEC 2 1958

*3 jpb*



UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to  
File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

RE: SA

H. Lynn Edwards  
(Type or print plainly)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name	Relationship	Date
Constance M. Edwards / <sup>and in part not</sup> living, to	Primus-wife	9 Oct., 1958
Address		
Same		

b6  
b7C

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name	Relationship	Date
Same as above		
Address		

Very truly yours,

H. Lynn Edwards  
Special Agent

RECORDED  
NOV 13 1958  
24

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 10/23/58

FROM : Q. TAMM

SUBJECT:

HANDLING OF INSPECTION WRITE-UP  
ON MADRID INSPECTION

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

W. C. Sullivan

Madrid, Spain Insp.

Reference is made to the attached pink memorandum slip concerning delay in handling the responsibility of SAC Teague, Miami, in connection with the inspection of Madrid. The slip specifically points out "the findings of the Inspector was sent to Mr. Quinn Tamm of the Training and Inspection Division on October 14, 1958, for an answer. Mr. Malone of the Training and Inspection Division was out of town on a speech and returned on October 17, 1958." The Director has made inquiry as to "What has Malone's absence got to do with the delay?"

The original write-up and attachments, as submitted to me for my answer reflected that the investigative matter involved was originally commented on in the Domestic Intelligence Division inspection by Inspector Edwards on August 19, 1958. SAC Teague was asked by letter emanating from the Inspector on September 9, 1958, for an explanation of his handling of this matter. The write-up submitted to me with the material mentioned above for my answer is dated October 8, 1958 and was received by me on October 14. A response to the Inspector's write-up was prepared by Mr. Malone on October 15 after which Mr. Malone did leave the city and did not return until late on the night of the 16th. I considered some revisions in Mr. Malone's comments concerning the administrative write-up and did hold such revisions until he returned. The write-up was returned to the Inspector on October 17. It was the subject of a discussion between Inspector H. L. Edwards and Inspector Malone on October 19. As a result of this discussion, the write-up was returned to me [redacted] late on the afternoon of October 20 at which time I discussed with [redacted] this proposed change in inspection procedures. After this discussion, the write-up was again revised and returned to Inspector Edwards on October 22.

I would like to point out that at no time was it indicated to me that this was a special item and nor was I alerted that this had become a special item. It did not appear to me to require expeditious attention because of the fact that it had been in preparation since August 19.

RECOMMENDATION: None - informative.

QT:ops  
(3)

It should not be necessary to designate a matter as special. All of such matters should be handled expeditiously.

67-378743-1-33

OCT 29 1958

130  
100-100000  
100-100000  
100-100000



# NOTIFICATION OF PERSONNEL ACTION

1. NAME (LAST [CAPS]-First-Middle-Mr.-Miss-Mrs.) <b>EDWARDS, H. LYNN (MR.)</b>		2. DATE OF BIRTH <b>5-14-15</b>	3. IDENTIFICATION (optional) <b>09269</b>
4. THIS IS AN OFFICIAL NOTICE OF THE PERSONNEL ACTION DESCRIBED BELOW, WHICH AFFECTS YOUR EMPLOYMENT, GENERAL INFORMATION CONCERNING YOUR EMPLOYMENT APPEARS ON THE REVERSE SIDE OF THIS FORM.			
5. NATURE OF ACTION (standard terminology must be used) <b>PROMOTION</b>		6. EFFECTIVE DATE OF ACTION <b>9-21-58</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>EXCEPTED BY LAW</b>
FROM— <b>Inspector</b>  <b>GS 16</b> <b>\$14,430 per annum</b>		8. POSITION TITLE AND NUMBER  9. SERIES, GRADE, SALARY  10. NAME AND LOCATION OF OFFICE BY WHICH EMPLOYED  11. DUTY STATION	TO— <b>Inspector</b>  <b>GS 17</b> <b>\$15,375 per annum</b>
<input type="checkbox"/> Yes		12. APPORTIONED POSITION	<input type="checkbox"/> Yes <input type="checkbox"/> Apportionment Waived STATE: <input type="checkbox"/> Proved
13. VETERAN PREFERENCE No <input type="checkbox"/> 5-pt. <input type="checkbox"/> 10-pt. Disab. <input type="checkbox"/> 10-pt. Other <input checked="" type="checkbox"/>		14. TENURE GROUP	
15. POSITION OCCUPIED IS IN THE: <input type="checkbox"/> Competitive Service <input checked="" type="checkbox"/> Excepted Service		16. DATE OF APPOINTMENT AFFIDAVITS (accessions only)	
16. APPROPRIATION From: <b>S. &amp; E., FBI</b> To: <b>Same</b>		17. PAYROLL DEDUCTIONS CSR <input type="checkbox"/> FICA <input type="checkbox"/> FEGLI <input type="checkbox"/>	
19. REMARKS: <input type="checkbox"/> a. Subject to completion of 1 year probationary (or trial) period commencing <input type="checkbox"/> b. Service counting toward career (or permanent) tenure from: Separations: Show reasons below, as required. Check, if applicable: <input type="checkbox"/> c. During probation <input type="checkbox"/> d. From appointment of 6 months or less			
<b>Basis for this position is Public Law 85-462, 85th Congress, approved 6-20-58.</b>			
20. EMPLOYING DEPARTMENT OR AGENCY <b>U. S. Department of Justice Federal Bureau of Investigation</b>		22. SIGNATURE (or other authentication) AND TITLE <b>J. E. Hoover</b> <b>Director</b>	
21. OFFICE MAINTAINING OFFICIAL PERSONNEL FOLDER (if different than item 10, above) <b>Federal Bureau of Investigation Washington 25, D. C.</b>		23. DATE: <b>9-17-58</b>	

Name: H. Lynn Edwards

Title: Inspector - Personnel Officer

Payroll #: 09269

Grade: GS 16, \$14,430

EOD: 2/10/41

Not on Probation

Nonveteran

Assistant Director Mohr:

Inspector Malone has requested a write-up on Mr. Edwards. Mr. Edwards is the Bureau's Personnel Officer and during the past year has spent a considerable amount of his time on special inspection assignments. Mr. Edwards makes an excellent personal appearance, has a fine personality, has a tremendous amount of ability and is not only well qualified to handle the duties of Personnel Officer and inspection assignments in the Bureau but has capabilities for handling additional executive work.

Rating: Excellent

INSPECTOR MALONE: *Jm* Mr. H. L. Edwards, in addition to his assignment as Personnel Officer, has been handling special inspection assignments. He is sincere, conscientious, and very capable. He has a capacity for turning out an abundance of work. He has a keen analytical mind and is a definite asset to the Bureau. He appears to be handling his assignments in an extremely competent manner.

RECOMMENDATION:

None . . . . informative.

67-NOT RECORDED-4

2 *Jm* *TH*

ADMINISTRATIVE DIVISION INSPECTION

8/19/58

JPM:DW

3 SEP 20 1958

January 28, 1959

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

You are hereby designated Number One Man  
of the newly established Crime Records Division.

Your pending transfer to Mr. Tolson's Office  
is hereby canceled.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

RECORDED - 150

67-1712-259	
Searched	Numbered
9 JAN 29 1959	

- 1 - Mr. DeLoach  
1 -   
1 -   
1 - Movement Unit

clg  
(6)

MAILED 19

JAN 28 1959

COMM-FBI

*pic*  
*2 15 14 23*  
Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Nease \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
Clayton \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐

b6  
b7c

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nease

DATE: December 15, 1958

FROM : M. A. Jones

**SUBJECT: THE INVESTIGATOR  
CHRISTMAS, 1958, ISSUE**

The staff of The Investigator and the personnel of the Mechanical Section of the Administrative Division devoted considerable thought and effort to the Christmas, 1958, issue of The Investigator. The advance copy of this issue which is attached is a tribute to their endeavors. We feel that the cover of "The Nativity" painting is the finest we have ever had the privilege of publishing.

△ The production of the cover scene represented cooperative work.

of The Investigator, was responsible for the comprehensive survey of available material in the Mellon Art collection and the choice of this particular scene. In addition, Whyte coordinated and maintained liaison with the Mechanical Section during the reproduction. Inspector H. L. Edwards, through his liaison effort, obtained permission of the National Gallery of Art for use of this particular painting. The actual technical reproduction was accomplished through the industrious and enthusiastic work combined with the technical skill of Mr. R. C. Renneberger and his personnel in the Mechanical Section of the Administrative Division. This particular task involved considerable research, assimilation of new techniques by these personnel and painstaking technical work. In the Mechanical Section, the following employees participated in this assignment:

We are exceedingly proud of this particular issue. It represents success in the face of hard, tedious work and new accomplishment through coordinated and cooperative effort. We have received considerable favorable comments concerning the cover. We do feel that this cover makes an excellent "Christmas gift item" for our employees and that it will become a personalized individual remembrance for our readers.

### RECOMMENDATIONS:

RECORDED - 131

67- 3 - 61 - 68  
Searched \_\_\_\_\_ Numbered \_\_\_\_\_  
9 DEC 29 1958

1. That [REDACTED] Managing Editor of The

Investigator, be commended for his initiative, imagination, industry in planning and facilitating the cover layout of the Christmas issue of The Investigator.

**Enclosure**

1 - Mr. Mohr

MAJ:rwz

(3)

Mohr  
RECORDED - 131  
ENCLOSURE

(Recommendation #2 on next page)

Memorandum M. A. Jones to Mr. Nease

2. That Mr. R. C. Renneberger and the employees of the Mechanical Section of the Administrative Division be commended for their splendid enthusiasm and outstanding technical skill, in connection with the reproduction for the cover of this issue of The Investigator, and that this memo be forwarded to the Administrative Division for consideration of individual commendation.

OK  
JRM  
1-7-16

J. H. Jones  
JB

Done  
12-17-54  
AJM

## Office Memorandum , UNIT STATES GOVERNMENT

TO : MR. TOLSON

DATE: August 15, 1958

FROM : MR. Q. TAMM

SUBJECT: REVISION OF INSPECTOR'S MANUAL

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

The Inspector's Manual as it now stands is designed to cover primarily field office inspections. However, it has been found to be of little value as it pertains to inspections at the Seat of Government and Offices of Legal Attaches. These latter two types of inspections differ so vastly from the field office type of inspection that it is believed consideration should be given to adding two sections to the Inspector's Manual covering these two types of inspections.

It is recommended that a committee made up of individuals with experience in Seat of Government inspections, together with some who are familiar with the functions of a Legal Attache's Office, make a study to determine the items to be considered as guides in handling this type of inspection.

RECOMMENDATION:

If approved, it is recommended that the following be considered for the committee: H. B. Fletcher, A. K. Bowles, [redacted] N. L. Ferris, H. L. Edwards, and J. F. Malone.

JFM:wmj  
 (8)

cc - Mr. Belmont (Attention: Mr. Ferris)

67-030-2702  
 Searched \_\_\_\_\_ Indexed \_\_\_\_\_  
 8 DEC 2 1958

THREE

TWO

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. J. P. *[Signature]*

FROM : MR. TAMM *[Signature]*

SUBJECT: ADMINISTRATIVE DIVISION/  
FIREARMS DELINQUENCIES

DATE: 11/28/58

Mr. Tamm  
Mr. [unclear]

The following is a list of men in your Division who are delinquent in outdoor firearms.

X Mehr, J. P.  
X Edwards, H. L.  
X [redacted]  
X Callahan, M. P.  
X Ingram, E. J.

Every effort should be made to remove these delinquencies before December 12, 1958. Quantico should be notified at least one day in advance of anyone planning to attend a make-up session.

HKL:ehb/4  
(3)

*[Handwritten signature]*

RECORDED - 149

67-80001-2303	
Searched	Numbered 33
DEC 4 1958	

1 2 3 4 5 6 7 8 9 10  
E B I  
D-72414

*[Handwritten signature]*

H. LYNN EDWARDS

January 28, 1959

Mr. Tolson	✓
Mr. Belmont	
Mr. DeLoach	
Mr. McGuire	
Mr. Mohr	
Mr. Parsons	
Mr. Rosen	
Mr. Tamm	
Mr. Trotter	
Mr. W.C. Sullivan	✓
Tele. Room	
Mr. Holloman	
Miss Gandy	

Mr. John Edgar Hoover, Director  
Federal Bureau of Investigation  
Washington 25, D. C.

Dear Mr. Hoover:

I have just this moment received your letter canceling my pending transfer to Mr. Tolson's Office and designating me Number One Man of the newly established Crime Records Division.

Although I naturally regret that circumstances did not permit me to enrich my Bureau experience through a tour of duty under Mr. Tolson's personal guidance and direction, nevertheless, I am now as always completely at your service and most anxious to undertake any and every assignment you desire. I only hope I will be able to fulfill to the maximum whatever your expectations and special objectives might be. In this latter connection, I would deeply appreciate the opportunity of imposing on your valuable time for a few minutes at your convenience to receive any special advice and instructions you might wish to give.

I am anxiously looking forward to the challenge of this new responsibility. You may be assured I fully appreciate its magnitude and will spare no effort to try to contribute whatever talents and energies I possess toward the Bureau's progress.

Sincerely yours,

*H. Lynn Edwards*

67-171084-260
SEARCHED
1 JAN 30 1959

14  
3 FEB 2 1959



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 1-28-59

FROM : W. S. Tavel *WST*

SUBJECT: H. LYNN EDWARDS  
 Inspector  
 #1 Man, Crime Records Division (1-28-59)  
 Non-Veteran; Not in Reserve  
 Not on Probation

Tolson \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_  
 DeLoach \_\_\_\_\_  
 McGuire \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_

This is a brief, concise summary of Mr. Edwards' record for the Director's use. By letter dated 1-28-59 he was designated #1 Man of the newly established Crime Records Division. His pending transfer to Mr. Tolson's Office was canceled.

A review of his file reflects that he entered on duty on 2-10-41 as a Special Agent; was transferred to the Administrative Division on 6-2-43; was designated Inspector 12-31-57 and was promoted to grade GS-17, \$15,375 per annum on 9-21-58. He is 43 years old and is married with one child. He is presently conducting an inspection of the Investigative Division. He was last censured on 6-11-58 inasmuch as on 6-4-58 an error was detected in an outgoing communication he prepared and addressed to the Chairman of the Civil Service Commission. He was last commended on 6-18-58 for his splendid efforts which contributed so materially to the excellent planning and coordination of the FBIRA Picnic and Field Day held at Quantico on 6-14-58. On his 1958 annual performance report he was rated OUTSTANDING by Mr. Mohr.

On 9-16-58 the Director saw him and he thanked the Director for designating him to the position of Inspector in Mr. Tolson's Office. The Director commented that he made an excellent personal appearance, seemed to be highly enthusiastic about his new assignment and he was considered above average. The Director sent through a request for him to be promoted to GS-17.

His daily average overtime for July, 1958, 4-hours 24 minutes; August, 4 hours 49 minutes; September, 4 hours 33 minutes; October, 4 hours 34 minutes; November, 4 hours 46 minutes; December, 3 hours 21 minutes.

In February, 1958 he listed his offices of preference as Seat of Government, and Washington, D. C.

His brother, SA Frederick L. Edwards, is assigned to the Domestic Intelligence Division, is in grade GS-13, \$10,130 per annum and entered on duty on 11-17-47. On 3-31-58 he was rated EXCELLENT.

\_\_\_\_\_ was a summer employee in 1958 and her services were satisfactory.

FDH/jas  
 (2)  
 ATTACHMENT (PERMANENT BRIEF)

3 FEB 4 1959

THREE

b6  
 b7c

January 30, 1959

MEMORANDUM FOR MR. TOLSON

Yesterday I saw Inspector H. Lynn Edwards, who had been designated Number One Man of the Crime Records Division.

I discussed with Mr. Edwards generally his new assignment and the importance of the same from the point of view of developing contacts, exploring for new areas which can be properly and in a dignified manner portrayed through mediums of articles, et cetera, and the need for tight supervision of the personnel in the Crime Records Division.

I also discussed with Mr. Edwards his assignment as the representative of the FBI in the Criminal Law Section of the American Bar Association and my concern at our failure in the last several years of having proper impact upon the work of this Section of the American Bar Association.

I also discussed with Mr. Edwards the new committee which has been set up to improve public relations between the FBI and the public and to consider various ideas for over-all improvement in Bureau operations and the implementation of ideas which may be found to be desirable and practical. While Mr. Edwards is not a member of this committee, being the Number One Man of the Crime Records Division, he will have, naturally, a material interest in the work of the committee.

Mr. Edwards makes an excellent personal appearance, seems to be intensely interested in his work, and I would rate him above average.

Very truly yours,

John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

JEH:EDM (5)

MAIL ROOM ☐

TELETYPE UNIT ☐

SENT FROM D. O.	
TIME	4:20 PM
DATE	1-30-59

February 10, 1959

PERSONAL

Dear Mr. Edwards:

May I offer my heartiest congratulations on the occasion of your Eighteenth Anniversary with the Federal Bureau of Investigation. I am ever cognizant that the over-all accomplishments of the Bureau stem in no small part from the dedicated efforts of its loyal employees, such as you, and I hope it will be possible for you to remain in the Bureau for many more years.

Sincerely,

J. Edgar Hoover

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

67-1110-263	
Searched	Numbered
7 FEB 10 1959	

JEH:edm (3)

*edm*

SENT FROM D. O.	
TIME	<i>9:00 AM</i>
DATE	<i>2-10-59</i>
BY	<i>mr</i>

FEB 10 1959

MAIL ROOM ☐ TELETYPE UNIT ☐

CLINICAL RECORD

CONSULTATION SHEET

REQUEST

TO: CHIEF OF ORTHOPEDICS FROM: (Requesting ward, unit, or activity) STAFF CLINIC DATE OF REQUEST 1-5-59

REASON FOR REQUEST (Complaints and findings)

*This Inspector, FBI appeared this date with a history of pain in the left great toe, this pain has been present for the past few months and is gradually getting worse. The pain is present when he is standing and walking, he does not recall any recent trauma. Please examine and advise.*

PROVISIONAL DIAGNOSIS

*D. U. ) Pain in metatarsal-phalangeal joint of the left great toe.*

DOCTOR'S SIGNATURE <u>S/</u>	APPROVED	PLACE OF CONSULTATION <input type="checkbox"/> BEDSIDE <input checked="" type="checkbox"/> ON CALL	<input type="checkbox"/> EMERGENCY <input checked="" type="checkbox"/> ROUTINE
<u>CAPT, MC, USN</u> CONSULTATION REPORT			

b6  
b7C

13 Jan. 1959:

*Pain in the metatarso-phalangeal joint of the left great toe for several months. It is present with walking and is relieved by rest. The pain has never occurred at night. The patient thinks he may have had an ingrown toenail. There is history of trauma to that toe 20 years ago, and the joint has hurt on several occasions since. It is now getting worse, and the past month has almost been continuous. There is no redness nor heat. There is no history of gout in the family; no association with foods.*

*Examination reveals tenderness across MP joint of the great toe, left foot. X-ray shoe exostosis on both sides of joint.*

b6  
b7C

*Joint was injected with 1% Xylocaine and Hydrocortone with relief.*

S/                       
LT MC USN

(Continued on reverse side)

SIGNATURE AND TITLE	DATE	IDENTIFICATION NO.	ORGANIZATION
<u>EDWARDS, H. LYNN</u>			
PATIENT'S IDENTIFICATION (For typed or written entries give: Name—last, first, middle; grade; date; hospital or medical facility)		REGISTER NO.	WARD NO.
<u>67-101-100-100</u>			

CONSULTATION SHEET  
Standard Form 513

55 APR 26 1963  
GOVERNMENT PRINTING OFFICE: 1957-O-437819 16-56119-51

H. LYNN EDWARDS

Mr. Tolson	✓
Mr. Belmont	
Mr. DeLoach	
Mr. McGuire	✓
Mr. Mohr	✓
Mr. Parsons	
Mr. Rosen	
Mr. Tamm	
Mr. Trotter	
Mr. W.C. Sullivan	
Tele. Room	
Mr. Holloman	
Miss Gandy	

February 10, 1959

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

Thank you ever so much for your note received the very first thing this morning congratulating me on my Eighteenth Anniversary with the Bureau.

Such thoughtfulness and consideration so constantly characteristic of you spur me to an even greater desire to contribute whatever talents and energy I might have toward making the FBI the kind of institution your own ideals and example would make so plain.

Respectfully,

*H. Lynn Edwards*  
H. Lynn Edwards

67-171084-264  
34

34  
3 FEB 13 1959

3  
51

March 4, 1959

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I have read with intense interest your comprehensive report covering your attendance at the mid-year meeting of the American Bar Association in Chicago.

It is apparent from the contents of your report that you were continuously alert to matters of interest to the Bureau and aggressively pursued them to insure that I was kept informed of all significant developments. This was a difficult assignment which you handled very capably. Thanks for your very commendable performance.

Sincerely yours,

J. Edgar Hoover

MAILED 30

MAR 4 - 1959

COMM-FBI

1 - Mr. DeLoach (Personal Attention)

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

2 CRD:afh  
(4)

Based on memo DeLoach to Tolson dated 2-26-59, HLE:sak.

MAIL ROOM ☐ TELETYPE UNIT ☐

MAR 4 9 28 AM '59  
REC'D-READING ROOM  
FBI

171014 265

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

Date

3/4/59

I certify that I have received the following Government property for official use:

~~retained~~

Colt Detective Special Revolver #573933  
Holster, adapter, and shroud for above

FILE

3-M

PER

da

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.

DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANY WAY. **CORDED**

2 MAR 6 1959

Very truly yours,

(Written  
Signature)

*H. Lynn Edwards*

(Typed  
Signature)

H. Lynn Edwards

# Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR

DATE: 1/27/59

FROM : Clyde Tolson ✓

SUBJECT:

✓ Tolson  
✓ Board  
✓ Nichols  
✓ Belmont  
✓ Parsons  
✓ Rosen  
✓ Tamm  
✓ Trotter  
✓ W.C. Sullivan  
✓ Tele. Room  
✓ Holloman  
✓ Gandy

✓ Lavel  
✓ W. de  
✓ Mott  
✓ Hall

In view of the resignation of Mr. Nease, Inspector in Charge of the Records and Communications Division, I would like to recommend the following organizational setup:

1. That Mr. McGuire be designated as Inspector in Charge of the Records and Communications Division and that there be assigned to this Division the Records Branch, the Communications Section and the Reading Room. I would suggest that Frank W. Walkart, Supervisor in Charge of the Records Branch, be designated as Mr. McGuire's Number One Man.

2. The establishment of a new division to be designated as the Crime Records Division. Under this Division would be assigned the present Crime Records Section of which Mr. Jones is the head, including Tours, and the other work assigned to the present Records and Communications Division other than the Records Branch, Reading Room and Communications Section.

I recommend that Mr. DeLoach be designated as Inspector in Charge of the Crime Records Division, that Inspector H. Lynn Edwards be designated as Number One Man to Mr. DeLoach, with Mr. Wick as Number Two Man. I think it will be necessary to assign another representative to the Fifth Floor to handle public and press inquiries but this can be worked out later.

There is attached an assignment chart of the present, ✓  
Records and Communications Division.

ENCLOSURE (H)  
CT:LCB

(1)

Enclosure

FEB 6 1959

Approved - Initials  
at once.

3/1/59

67-043-518

change of assignment  
prep.  
1-29-59

Letter  
1-28-59  
Jue



FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

APR 17 1959

WESTERN UNION

Mr. Tolson  
Mr. Belmont  
Mr. DeLoach  
Mr. McGuire  
Mr. Mohr  
Mr. Parsons  
Mr. Rosen  
Mr. Tamm  
Mr. Trotter  
Mr. W.C. Sullivan  
Tele. Room  
Mr. Holloman  
Miss Gandy

0

BI WUC013 PD

*Mr. Edwards*  
*5640*

FAX BATON ROUGE LA APR 17 1959 220PMC

HONORABLE H LYNN EDWARDS, INSPECTOR

FEDERAL BUREAU OF INVESTIGATION

LOUISIANA OIL INDUSTRY ARRANGING AIR TOUR AROUND MOUTH

MISSISSIPPI RIVER AND ADJACENT OFFSHORE OPERATIONS FOR

ATTORNEYS GENERAL AND SPECIAL GUESTS ONLY WEDNESDAY,

MAY SIXTH. PLEASE ADVISE ACCEPTANCE RETURN TELEGRAM

JACK P F GREMILLION ATTORNEY GENERAL

67-171-084-266  
Searched \_\_\_\_\_ Numbered \_\_\_\_\_  
1 APR 22 1959

424P.

*accepted by*  
*wire 4-20-59*  
*HLE*

*[Signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: February 26, 1959

FROM : C. D. DeLoach

SUBJECT: AMERICAN BAR ASSOCIATION (ABA)  
MID-YEAR MEETING, CHICAGO  
2/20-24/59Tolson  
Belmont  
DeLoach  
McGuire  
Mohr  
Parsons  
Rosen  
Tamm  
Trotter  
Tele. Room  
Holmes  
GandySYNOPSIS:

This is synopsis of American Bar Association (ABA) Mid-Year Meeting attended by H. L. Edwards at Edgewater Beach Hotel, Chicago, 2/20-24/59. L. B. Nichols also there 2/21-24/59 plus approximately 700 other members of ABA.

1. COMMITTEE ON COMMUNIST TACTICS, STRATEGY AND OBJECTIVES:

House of Delegates passed this Committee's report which was high-light of meeting and subject of much publicity. The 50-page report contained five recommendations primarily designed to pinpoint needed corrective and strengthening legislation by Congress to eliminate obstacles to preservation of internal security resulting from numerous recent U. S. Supreme Court decisions. Attorney [redacted]

(St. Louis, Missouri) spearheaded the attack and succeeded the first day the report came up in having report tabled for one day to give delegates opportunity to study it. [redacted] made additional comment picked up by news services that he did not consider report "worthy" of ABA. When report was again brought up next day

(2/24/59) all recommendations were passed with only minor insignificant changes in phraseology not affecting substance. Effort to postpone further consideration of report until American Bar meeting in August was overwhelmingly defeated. Included among the delegates whose floor speeches did much to defeat the opposing forces were [redacted] of California; [redacted] University of Michigan Law Professor Oppenheim (formerly taught Mr. Nichols); Committee Chairman [redacted] did excellent job of presenting report to House of Delegates. Mr. Nichols, a member of the Committee, was tied up during most of convention planning and carrying out strategy to insure passage of report. He is very proud of successful outcome. Report is extremely complimentary of FBI and Director. Report previously analyzed by Domestic Intelligence Division and suggested changes were incorporated in final draft through Mr. Nichols' efforts. Copy of report as passed attached.

ENCLOSURE  
Enclosures

- 1 - Mr. Belmont
- 1 - Mr. Mohr
- 1 - Mr. Rosen
- 1 - Mr. Tamm (Attention: Mr. Dalbey)
- 1 - Mr. Harbo
- 1 - Mr. Edwards

SENT DIRECTOR

1-2-27-57

EX:

REC-28

94-1-264-1153  
10 MAR 17 1959

FILE:sek (2)

57 MAR 24 1959

P.S. FILES

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

2. NOMINATION OF NEW ABA PRESIDENT AND PRESIDENT-ELECT:

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b7C

[redacted] was nominated for position of President, and Whitney North Seymour, Sr., New York, for newly created position of President-Elect which position becomes President a year later. The third contender for presidency, John C. Satterfield of Jackson, Mississippi, was not nominated. Election will be at Annual Meeting in August. No derogatory information in Bureau files regarding [redacted] who has been member of Bar since 1923 and belongs to numerous organizations. Customary letter congratulating [redacted] on nomination attached for approval.

*This is bad news.*

Seymour is subject of much questionable information in Bureau files, summaries of which were sent to Attorney General 9/20/56 and 1/26/59 calling his attention to fact Seymour seeking presidency. Bureau files reflect numerous questionable affiliations of Seymour who was formerly Assistant Solicitor General. Included are Civil Rights Committee of New York State Bar Association; American Russian Institute for Cultural Relations with Soviet Union; National Lawyers Guild, 1937; Russian War Relief; American-Russian Chamber of Commerce, 1937; American Civil Liberties Union's Special Committee on Conscientious Objectors; ABA Committee to Investigate Congressional Investigations and their Impact on U. S. Life, 1953 (subsidized by Fund for Republic); Chairman of Special Committee on Wire Tapping and Eavesdropping of the New York City Bar which recommended tighter court order rulings on wire tapping; currently Chairman of Board of Trustees of Carnegie Endowment for International Peace; suggested as possible attorney to handle appeal of 11 members of Communist Party National Board, 1950. Edwards observed at ABA meeting that Seymour in lobby patted [redacted] on back and commented "nice work" after [redacted] had Committee report tabled first day.

3. FEDERAL JUDICIARY: [redacted] Philadelphia, Pennsylvania, gave complimentary report on progress in breaking log jam of judgeship appointments; indicated his Committee has been working closely with Attorney General and Deputy Attorney General Walsh in reporting on qualifications of candidates. These reports supplement Bureau investigative reports and have resulted in 16 cases where findings indicated candidate not qualified. [redacted] stated that of 20 judgeship nominations sent through by President during 1958 and thus far in 1959, at least 15 were reported by Committee as well or exceptionally well qualified. He stated Judge Walsh assured him 7 more appointments would go through 2/25 or 26/59. (This information telephoned to Bureau by Edwards particularly to alert Investigative Division.) Judge Walsh took the floor and thanked the Committee and ABA for favorable comments and assistance upon these appointments.

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DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

4. SPECIAL COMMITTEE ON ATOMIC ATTACK: Recommended state legislatures adopt provisions to insure continuity of civilian government and civilian law and order to avoid martial law in case of atomic attack; stated U. S. Supreme Court already has good provision but Circuit Courts of Appeal and District Court have not yet perfected theirs.

5. SECTION ON CRIMINAL LAW: Nothing pertinent reported for House of Delegates action. Edwards was guest at meeting of Council of Criminal Law Section 2/23/59. Agenda for Annual ABA Meeting in August discussed and decision made to include some token presentation of program on capital punishment [redacted] Bureau of Prisons, who did not attend the Mid-Year Meeting). [redacted] was supported [redacted] in advocating a study of capital punishment in this country based on an exhaustive study [redacted] Council concluded no useful purpose would be served in going over the same ground [redacted] covered well and if anything the capital punishment angle should be limited to something special like penalties for traffic fatalities. Council discarded suggestion for including something on reporting crime statistics as being too dry to do any good at Miami. Racketeering and organized crime was considered a desirable attention getting topic for Miami agenda. The Council did not firm up any specifics on how this item would be handled. It was felt timely in view of the current juke box publicity. Edwards will follow this very closely [redacted] to see what he has in mind. Council will try to combine its Miami Luncheon with Junior Bar Association before main ABA meeting begins to try to attract recruits. They plan to have prominent speaker as guest. [redacted] mentioned Director as possibility but realizes Director's commitments, shortage of time and his appearance at last annual meeting would prevent this [redacted] will never appear before C.S. Section on Long [redacted]

6. MISCELLANEOUS: (a) ABA President Ross L. Malone asked Edwards to extend best wishes to Director whom he respects highly. Proposed letter to Malone attached for approval. (b & c) Numerous other individuals expressed to Edwards highest regard for Director and FBI including [redacted] of Miami, Florida, and [redacted] of New York, as well as New Hampshire Attorney General Louis C. Wyman. (d, e & f) [redacted]

[redacted] the Annual Banquet for Fellows of the American Bar Foundation where Henry R. Luce of "Time" Magazine was guest speaker and the Annual Luncheon for Fellows where Senator Hugh D. Scott, Jr., of Pennsylvania made an outstanding speech on education and citizenship. [redacted]

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

(g) ABA will hold regional meeting Pittsburgh, Pennsylvania, 3/11-13/59 which Edwards feels he should attend to further his acquaintances and become more familiar with ABA in advance of Annual Meeting in Miami. [redacted] advised Edwards he is on speaking program in Pittsburgh on subject organized crime. Some of officers of Criminal Law Section will attend Pittsburgh meeting. Recommendation for Edwards' attendance follows. (h) Annual Meeting scheduled for 8/24-28/59 at Miami Beach and several thousand ABA members expected. Edwards feels Bureau representation at this meeting should include Special Agent Supervisor [redacted] who has attended some prior ABA meetings. Impossible for one man to effectively maintain liaison at Annual Meetings because so many different activities of interest are going on simultaneously and more than one individual is required to keep abreast of all activities and promptly report on matters of interest. Recommendation for the approval of [redacted] to assist Edwards at Miami being made below.

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7. ADDITIONAL COMMENTS: While in Chicago, Edwards held a test seminar with approximately 270 Agents and Supervisors of the Chicago Office; personally met news commentator Paul Harvey, his wife and son; and telephoned [redacted]. Separate memoranda submitted on these matters.

Also Edwards met Herbert L. Wiltsee, Permanent Secretary of the National Association of Attorneys General, and laid the ground work for the Committee meeting in Washington, 2/25/59 which is working on the agenda for the forthcoming Annual Meeting at New Orleans in May, 1959. Separate memorandum being submitted.

b6  
b7c

Separate memorandum also submitted to report on information regarding Annual Bar Foundation (ABF) survey of criminal justice which has completed its pilot study covering Michigan, Kansas and Wisconsin, prepared 7 volume report but made no analysis, conclusions or recommendations. Edwards learned that [redacted] of Madison, Wisconsin, has received approval of ABF to obtain additional grant of \$103,000 from Ford Foundation to analyze this report and make appropriate conclusions. Separate memorandum being submitted.

#### RECOMMENDATIONS:

(1) That the attached letters to the newly nominated President [redacted] SAC Contact Irwin S. Rhodes and current President Ross L. Malone be approved.

*gagnee*  
*V. K. R.*  
*2/27*

*OK.*  
*if*  
(Recommendations continued next page)

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

(2) That approval be given for Edwards to attend the ABA regional meeting at Pittsburgh, Pennsylvania, 3/11-13/59.

*I agree*  
*✓ KRC*  
*2/27*

*W*

*OK.*

*H.*

(3) That approval be given for Hoxie to assist Edwards at the Annual ABA Meeting at Miami Beach 8/24-28/59.

*I agree*  
*✓ KRC*  
*2/27*

*OK & I hope my representa-  
tion at Miami Beach is more  
productive than I was at  
Los Angeles. H.*

ADDENDUM, CDD:FML, 2/27/58:

In view of the foregoing excellent report and the very obvious initial aggressive action which Edwards took in this, his first American Bar Association assignment, I believe he should be commended by letter from the Director.

*I agree*  
*✓ KRC*  
*OK 2/27*

*W*  
*Letter to Mr 3/4/59*  
*Edwards*  
*OK 1/26*

*A letter has been written also  
to [redacted] commending  
him for his work.*

- 1 D -

*H*

b6  
b7C

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

### DETAILS

H. L. Edwards attended the American Bar Association (ABA) Mid-Year Meeting at the Edgewater Beach Hotel, Chicago, 2/20-24/59. No other Bureau representative attended, but L. B. Nichols was there from 2/21 through the afternoon of 2-24-59. Approximately 700 members of the ABA attended. A summary of the highlights of this meeting follows:

#### 1. COMMITTEE ON COMMUNIST TACTICS, STRATEGY AND OBJECTIVES:

The report of this Committee and passage of its five recommendations constituted the highlight of the meeting and was the subject of much newspaper, radio and television publicity. The report was presented to the House of Delegates [redacted] on 2/23/59. [redacted] hardly finished his introductory comments and was in the act of moving passage of the first recommendation when a "bombshell" was thrown into the proceedings by delegate [redacted] (St. Louis, Missouri) taking the floor and moving that further consideration of the report be tabled until 10:00 a. m. the next day to give everyone of the 270 delegates an opportunity to study the 50-page report. This motion easily carried and would not have put [redacted] in such a bad light if it had not been for his making the independent additional voluntary comment that he, personally, was not in favor of the report and did not consider it "worthy" of the American Bar Association. He did not amplify this statement but it was picked up by news commentators and played up considerably. Consideration of the Committee report was resumed the next morning when the House of Delegates convened at 10:00 a. m. After about two hours of miscellaneous debate of amendments, the five Committee recommendations passed without substantial change. A few insignificant changes in phraseology were made by motions to amend, most of which were readily agreed to by the Committee. Edwards obtained from Mr. Nichols a copy of the 50-page report with the amendments inked in (attached).

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Most of the concern expressed in debate on the report centered around an apparent reluctance on the part of some delegates to being placed in the position of criticizing the U. S. Supreme Court. New York delegate [redacted] tried to get consideration of the report postponed until the Annual Meeting in August citing an editorial in the "New York Times" which he claimed cautioned against the report because of its "overtones" of criticism of the Supreme Court. [redacted] of California can be credited largely with helping to defeat this postponement by making a stirring and vigorous retort -- "since when does the American Bar Association let the 'New York Times' run its business"; and that it is time "we lawyers stand up and let ourselves be counted." [redacted] of Seattle, Washington, said the ABA has been reluctant for years to criticize the

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DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

U. S. Supreme Court but he thinks the time has come when the Bar should lead in rightful criticism of it. Professor S. Chesterfield Oppenheim, University of Michigan Law School (a close friend of Mr. Nichols and his former professor), stated he wanted to speak as a man who has taught law 31 years; that school law reviews are recognized as justifiable critics of the court and so much more so should the elder statesmen and lawyers of the ABA have that prerogative and duty.

[redacted] of Chicago raised a question on recommendation (c) of the 4th recommendation (recommending legislation to eliminate obstacles to the preservation of our internal security by establishing the right of each branch of Government to require as a condition of employment that each employee thereof shall not refuse to answer a query before a duly constituted committee of the Congress or before duly authorized officers of either the Executive or Judicial Branches of the Government with respect to communists, communist front or other subversive activities or any other matter bearing upon his loyalty to the United States, as the Government has a right to know his record) as to whether it was proper for the 5th amendment to be excepted on this situation. He stated that in his opinion the FBI and other investigative agencies should be able to determine the answer to this question in its applicant investigations without requiring "a man to convict himself out of his own mouth." He cited a book on the 5th amendment by Griswold of Harvard claiming that Griswold contended the 5th amendment was designed to protect all citizens. [redacted] made a moving reply to Sears by stating that he and his colleagues have never accepted Griswold's book as the bible on the 5th amendment; that it is about time the American people realize that the "majority" have some civil rights and that the 5th amendment was never intended to be a cloak for perjury. Here again [redacted] came to the Committee's support and was applauded when he stated that the real question in this issue is "do subversives have the right to work for you and me as taxpayers"; and "have we come to the point where we have to let spies work for the Government?"

The Committee report was previously reviewed in the Domestic Intelligence Division and the conclusion reached that after listing and briefly commenting upon 24 controversial decisions of the Supreme Court in the security field, the report goes into a documented analysis of the menace of communism; the Director is quoted frequently, primarily from "Masters of Deceit"; that only by alertness and dedication can the organized Bar and each of its members perform their duty against communism; that the danger and menace of communism are worse than ever and precious time is running out. You commented, "This looks like an excellent report." (See Baumgardner to Belmont memo 2-17-59)



DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

Mr. Nichols, a member of the Committee, was tied up during most of the convention planning and carrying out strategy to insure passage of this report. He is rightly very proud of the successful outcome. The report is extremely complimentary of the FBI and the Director.

## 2. NOMINATION OF NEW ABA PRESIDENT AND PRESIDENT-ELECT:

ABA President Ross L. Malone (Roswell, New Mexico) concludes his term of office at the adjournment of the Annual Meeting in August, 1959. The Mid-Year Meeting nominated John D. Randall of Cedar Rapids, Iowa, for President and Whitney North Seymour, Sr., for the newly created position of President-Elect, who becomes President a year later.

Although there was not any indication of any "fireworks" connected with these nominations, there was plenty of evidence at the Mid-Year Meeting of an active political campaign on behalf of Seymour. Both Seymour and his wife were "politicizing" every minute of the time and numerous individuals volunteered the comment to Edwards that Seymour is known to have quite a record of liberal affiliations, but everyone seemed to be unanimous in saying that he was a "very friendly fellow." There was little evidence of open campaigning on the part of John D. Randall and little seemed to be known about him. A third candidate for President, John C. Satterfield of Jackson, Mississippi, had his entire 5-member law firm and their wives at the meeting to campaign for him. He seemed to be highly thought of, reputed to be a conservative, forthright, high-type individual and many were surprised that he did not defeat Seymour for the President-Elect spot. Satterfield has a former Agent (Dan H. Shell) in his firm.

On 1/26/59 the Bureau sent a letter to the Attorney General calling his attention to the fact that Seymour was seeking presidency of the ABA and supplying the Attorney General with some additional questionable information in its files to supplement a similar type of information given the Attorney General under date of 9/20/56. The Bureau's files reflect numerous questionable affiliations on the part of Seymour who was formerly Assistant Solicitor General. Included are Chairman of the Civil Rights Committee of the New York State Bar Association; American Russian Institute for Cultural Relations with the Soviet Union, 1936-38; National Lawyers Guild, 1937; Russian War Relief, 1941-42; member of the Board of Directors of the American-Russian Chamber of Commerce, 1937; member of a special committee on Conscientious Objectors formed by the American Civil Liberties Union, 1940; suggested as possible attorney to handle the appeal of the 11 members of the Communist Party National Board before the Supreme Court, 1950; on the mailing list for a Hungarian Legation publication, 1951; Chairman of the ABA Committee to Investigate Congressional Investigations and their Impact on United States Life, 1953 (this Committee was granted money by Fund for the Republic for this study). According to "New York Herald Tribune" of 1/20/58, Seymour was

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

Chairman of a Special Committee on Wire Tapping and Eavesdropping of the New York City Bar which recommended tighter court order rulings on wire tapping. The 1/15/59 issue of "American Bar News" reported he is the new Chairman of the Board of Trustees of the Carnegie Endowment for International Peace. In the lobby after [ ] successful motion to table consideration of the Communist Tactics Report for one day, Seymour was observed patting [ ] on the back and telling him "nice work." Edwards ascertained this had also been observed by some others who commented "it could well cost Seymour the election."

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Bureau files contain no derogatory information regarding Randall and Satterfield. Randall has been a member of the Bar since 1923 and practices law in Cedar Rapids, Iowa. He is a member of numerous organizations. Satterfield has practiced law in Jackson, Mississippi, since 1929 and also has been active in numerous Bar Association activities and other organizations.

The election will be held at the Annual Meeting in August by the House of Delegates.

### 3. FEDERAL JUDICIARY:

Bernard G. Segal, Chairman of this Committee (Philadelphia, Pennsylvania), reported that much progress has been made in working out an excellent liaison with the Attorney General and Deputy Attorney General Walsh for making greater use than ever before of the Committee's reports on qualifications of candidates for lifetime judgeship appointments. He stated these supplement the investigative reports of the FBI and have resulted in 16 cases where the Committee reported that individuals under consideration were not qualified. In many other cases the Committee reports supplemented by investigative reports have enabled the selection of better qualified candidates. He said one of the big benefits has been that the specific findings of the Committee on unqualified candidates have given the Senators confidence in the Committee's work when the Senators can go back to the sources and confirm the lack of qualifications reported.

Segal stated that the log jam of judicial appointments has definitely been broken and that Judge Walsh had assured him that seven more appointments would go through 2/25 or 26/59. Of 20 judgeship nominations sent through by the President in 1958 and thus far in 1959 at least 15 were reported by the Committee as being well qualified or exceptionally well qualified.

DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

Following Segal's report, Judge Walsh took the floor and thanked the Committee and the ABA for its favorable comments and its assistance upon these judicial appointments.

4. SPECIAL COMMITTEE ON ATOMIC ATTACK:

[redacted] (Washington, D. C.) recommended and received House of Delegates' approval for a resolution to have the ABA recommend to State Legislatures the adoption of legislation to assure the continuity of civilian government--Judicial, Legislative and Executive--and the continuation of civil law and order in the event of attack as an important measure in preparing for survival and revival, in order to avoid martial law in case of atomic attack, and as a deterrent to attack. The Committee reported that the U. S. Supreme Court had already made good provisions for continuity in the event of atomic attack but that the Circuit Courts of Appeal and the District Court had not yet done so.

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5. SECTION ON CRIMINAL LAW:

[redacted] (Washington, D. C.) had nothing pertinent to report for House of Delegates action at the Mid-Year Meeting. The Section filed a report indicating it is creating a new committee to study the question of capital punishment and is actively engaged in efforts to find an acceptable solution to the problem of providing defense counsel for indigent persons accused of crime.

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Edwards attended the meeting of the Council of the Criminal Law Section as a guest of L. B. Nichols, Monday night, 2/23/59. The meeting was devoted to discussing an agenda for the Annual ABA Meeting in Miami. [redacted]

[redacted] of the Bureau of Prisons did not attend the Mid-Year Meeting, but [redacted] attended. Discussion for the Miami agenda centered around (1) capital punishment; (2) reporting crime statistics; and (3) racketeering activity (including organized crime, unions, efforts of unions to infiltrate into law enforcement such as occurred in New York and Memphis).

Regarding capital punishment, it was apparent that this [redacted] appeared to be carrying the ball [redacted] Fortunately Mr. Nichols and other members of the Council were able to prevail and persuade the Council that nothing is to be gained by making any study of capital punishment with a view to trying to come up with any recommendations. Specific comment was made that [redacted] had made an exhausted study on capital punishment and we could not improve upon it. The Council ended up with the conclusion that if capital punishment was put on the agenda for the Miami meeting it would be merely a token presentation of the subject confined largely to the [redacted] study. The Council felt at best the value of having it on the program would be as an "attention getter."

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DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

Reporting crime statistics was discarded as being too dry a topic to do any good at Miami.

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Racketeering and organized crime was considered a desirable topic for the Miami agenda. The Council did not firm up any specifics on how this item would be handled. [ ] merely commented this subject was now timely in view of the juke box publicity. Edwards will follow this very closely [ ] to see what he has in mind.

The Council also decided to try to schedule a luncheon in the early stages of the Miami meeting to attract members of the Junior Bar Association before the rest of the convention assembles in an effort to attract additional recruits to the Criminal Law Section. [ ] thought they could kill two birds with one stone by holding something for the attraction of the Junior Bar members in conjunction with the Criminal Law Section Luncheon and securing "a prominent man" as guest speaker. [ ] said the first name that came to his mind was that of the Director but, of course, he realizes the Director's commitments would not permit handling this on such short notice and the further fact that the Director appeared at Los Angeles last year.

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Edwards will maintain touch [ ] in order to keep tabs on the shaping up of the Miami program. Although Edwards has no voice in the program or the deliberations of the Council, he made the acquaintance of the key officers and will maintain close liaison with them.

6. MISCELLANEOUS:

(a) ABA President Ross L. Malone asked Edwards to extend his best wishes to the Director concerning whom Malone spoke with the highest admiration and respect. Malone is very well liked and it is obvious he has done an excellent job as President. His report as President evoked much favorable comment among members and he is definitely against the liberal elements.

(b) [ ] of Miami, Florida, member of the Committee on Communist Tactics, Strategy and Objectives, told Edwards he has the very highest regard for the Director and the FBI and that his respect for members of the FBI whom he has met almost approaches "reverence." Edwards thanked him.

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(c) [ ] and New Hampshire Attorney General Louis C. Wyman spoke very favorably of the Director and are obviously close friends of the Bureau.

DeLoach memo to Tolson  
Re: American Bar Association

2/26/59

(d) [redacted]

[redacted] Edwards is recommending a letter of appreciation  
[redacted] for his assistance at the meeting with a copy to SAC Mason.

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(e) Henry R. Luce, Editor in Chief of "Time," "Life," and "Fortune" Magazines, was the guest speaker at the Annual Banquet for Fellows of the American Bar Foundation which Edwards attended Saturday evening, 2/21/59. He spoke on "The Rule of Law." His speech was primarily pointed toward efforts to further the cause of world peace through adherence by Nations to settlement of disputes through legal means. Senator Hugh D. Scott, Jr., from Pennsylvania was a guest.

(f) On Sunday, 2/22/59, Edwards attended the Annual Luncheon for Fellows of the American Bar Foundation [redacted]. The guest speaker was Senator Scott who made an inspiring talk on the need for thoroughly revising education in the schools in order to return to some of the real fundamentals with emphasis on history and good citizenship. He is an excellent speaker. He was kidded about the fact that he was born and educated in Virginia but elected Senator in Pennsylvania.

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(g) The ABA will hold a regional meeting in Pittsburgh 3/11-13/59 which Edwards feels he should attend to further his acquaintances and become more familiar with ABA in advance of the Annual Meeting in Miami. [redacted] advised Edwards he is on the speaking program in Pittsburgh on the subject of organized crime. Some of the officers of the Criminal Law Section will attend Pittsburgh meeting. Recommendation for Edwards' attendance set forth.

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(h) The Annual Meeting is scheduled for 8/24-28/59 at Miami Beach and several thousand ABA members are expected. Edwards feels Bureau representation at this meeting should include Special Agent Supervisor [redacted] [redacted] who has attended some prior ABA meetings. It is impossible for one man to effectively maintain liaison at the Annual Meeting because so many different activities of interest are going on simultaneously and more than one individual is required to keep abreast of all activities and promptly report on matters of interest. Recommendation for the approval of Hoxie to assist Edwards at Miami being made.

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DeLoach memo to Tolson  
Re: American Bar Association

2-26-59

**7. ADDITIONAL COMMENTS:**

While in Chicago, Edwards held a test seminar with approximately 270 Agents and Supervisors of the Chicago Office; personally met news commentator Paul Harvey, his wife and son; and telephoned [redacted] Separate memoranda submitted on these matters.

Also, Edwards met Herbert L. Wiltsee, Permanent Secretary of the National Association of Attorneys General, and laid the ground work for the Committee meeting in Washington 2/25/59 which is working on the agenda for the forthcoming Annual Meeting at New Orleans in May, 1959.

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Separate memorandum also submitted to report on information obtained regarding American Bar Foundation (ABF) survey of criminal justice which has completed its pilot study covering Michigan, Kansas and Wisconsin, prepared 7 volume report but made no analysis, conclusions or recommendations. Edwards learned that Law Professor [redacted] of Madison, Wisconsin, has received approval of ABF to obtain additional grant of \$103,000 from Ford Foundation to analyze this report and make appropriate conclusions. Separate memorandum being submitted.

**SEE END OF SYNOPSIS FOR RECOMMENDATIONS**

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*Usult - new  
ex. program  
date*

Name of Employee: HOWARD LYNN EDWARDS

Where Assigned: Crime Records Mr. DeLoach's Office  
(Division) (Section, Unit)

Official Position Title: Inspector

Rating Period: from April 1, 1958 to March 31, 1959

ADJECTIVE RATING: EXCELLENT  
Outstanding, Excellent, Satisfactory, Unsatisfactory

Employee's  
Initials  
*HW*

Rated by:	<u>C. D. DeLoach</u>	<u>Assistant Director</u>	<u>4-16-59</u>
	Signature	Title	Date
Reviewed by:	<u><i>J. F. Mohr</i></u>	<u>Assistant Director</u>	<u>APR 21 1959</u>
	Signature	Title	Date
Rating Approved by:	<u><i>J. F. Mohr</i></u>	<u>Assistant Director</u>	<u>APR 21 1959</u>
	Signature	Title	Date

**TYPE OF REPORT**

(X) Official  
(X) Annual

( ) Administrative  
( ) 60-Day  
( ) 90-Day  
( ) Transfer  
( ) Separation from Service  
( ) Special

75-267  
SEARCHED  
SERIALIZED  
INDEXED  
FILED  
APR 21 1959  
FBI - NEW YORK

94

W(1)

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.



# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee HOWARD LYNN EDWARDS Title Inspector  
 Rating Period: from 4/1/58 to 3/31/59

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared.  
 Rate items as follows:  
+ Outstanding (exceeding excellent and deserving of special commendation).  
E Excellent.  
✓ Satisfactory (good or very good).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

1. "Outstanding" adjective rating requires (A) that all rated elements be "+" and (B) that each and every rated element be factually justified by narrative detail on reverse of Form FD-185.
2. "Excellent," "Satisfactory" or "Unsatisfactory" adjective ratings will depend upon the composite result of evaluating all rated elements rather than following any mechanical formulas; however, for an employee to be rated "Excellent" he must not be rated unsatisfactory on any performance evaluation factors on the rating guide and check-list and must be rated "Excellent" or "Outstanding" on the majority of such rating factors. Good judgment must be exercised to insure that adjective rating is reasonable in the light of elements rated.  
 A. Any element rated "Unsatisfactory" must be supported by narrative comments.  
 B. An "official" adjective rating of "Unsatisfactory" must comply with the requirements described on the reverse of form FD-185.

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><u>+</u> (1) Personal appearance.</p> <p><u>+</u> (2) Personality and effectiveness of his personal contacts.</p> <p><u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).</p> <p><u>+</u> (4) Physical fitness (including health, energy, stamina).</p> <p><u>+</u> (5) Resourcefulness and ingenuity.</p> <p><u>+</u> (6) Forcefulness and aggressiveness as required.</p> <p><u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions, ability to define objectives.</p> <p><u>E</u> (8) Initiative and the taking of appropriate action on own responsibility.</p> <p><u>+</u> (9) Planning ability and its application to the work.</p> <p><u>+</u> (10) Accuracy and attention to pertinent detail.</p> <p><u>+</u> (11) Industry, including energetic, consistent application to duties.</p> <p><u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.</p> <p><u>E</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and "know how" of application.</p> <p><u>0</u> (14) Technical or mechanical skills.</p> <p><u>0</u> (15) Investigative ability and results:<br/> <u>      </u> (a) Internal security cases<br/> <u>      </u> (b) Criminal or general investigative cases<br/> <u>      </u> (c) Fugitive cases<br/> <u>      </u> (d) Applicant cases<br/> <u>      </u> (e) Accounting cases</p> <p><u>0</u> (16) Physical surveillance ability.</p> | <p><u>+</u> (17) Firearms ability.</p> <p><u>0</u> (18) Development of informants and sources of information.</p> <p><u>+</u> (19) Reporting ability:<br/> <u>      </u> (a) Investigative reports<br/> <u>      </u> (b) Summary reports<br/> <u>      </u> (c) Memos, letters, wires<br/>         (Consider: <u>      </u> conciseness; <u>      </u> clarity; <u>      </u> organization; <u>      </u> thoroughness; <u>      </u> accuracy; <u>      </u> adequacy and pertinency of leads; <u>      </u> administrative detail)</p> <p><u>0</u> (20) Performance as a witness.</p> <p><u>+</u> (21) Executive ability:<br/> <u>      </u> (a) Leadership<br/> <u>      </u> (b) Ability to handle personnel<br/> <u>      </u> (c) Planning<br/> <u>      </u> (d) Making decisions<br/> <u>      </u> (e) Assignment of work<br/> <u>      </u> (f) Training subordinates<br/> <u>      </u> (g) Devising procedures<br/> <u>      </u> (h) Emotional stability<br/> <u>      </u> (i) Promoting high morale<br/> <u>      </u> (j) Getting results</p> <p><u>0</u> (22) Ability on raids and dangerous assignments:<br/> <u>      </u> (a) As leader<br/> <u>      </u> (b) As participant</p> <p><u>+</u> (23) Organizational interest, such as making of suggestions for improvement.</p> <p><u>+</u> (24) Ability to work under pressure.</p> <p><u>      </u> (25) Miscellaneous. Specify and rate:<br/> <u>      </u> Dictation ability <u>      </u></p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as Resident Agent, supervisor, instructor, etc.):

### Inspection assignments

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

### Administrator

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not "yes," explain in narrative comments.)
- D. 1. Has employee had an abnormal sick leave record during rating period? No 2. Has employee used more sick leave during rating period than earned during such period? No (If answer to either question is "Yes," explain in narrative comments.)
- E. Is employee qualified to operate a motor vehicle incidental to his official duties? ☒ Yes ☐ No  
 If answer is "yes," personnel file must reflect the following: (a) Has valid State or local operator's license for type vehicle he is to use. (b) Is physically fit to drive. (c) Past safe driving record OK or has passed Bureau road test.

## EXCELLENT

ADJECTIVE RATING: EXCELLENT  
 Outstanding, Excellent, Satisfactory, Unsatisfactory

EMPLOYEE'S INITIALS HEW

HOWARD LYNN EDWARDS  
INSPECTOR  
FRONT OFFICE  
CRIME RECORDS DIVISION

March 31, 1959

PART I - GENERAL COMMENTS

Inspector Edwards is very clean-cut, dresses very neatly and makes an above-average impression. His excellent appearance qualifies him most ideally for meeting and dealing with the public on a constant basis.

Mr. Edwards is completely new to the type of work he is currently handling, having reported to the Crime Records Division as No. 1 Man in February, 1959. He has accepted his responsibilities in an enthusiastic manner and is proving himself to be most adaptable to the duties performed by the Crime Records Division. He has an exemplary attitude which displays cooperativeness, loyalty, enthusiasm, while at the same time he is most amenable in carrying out instructions. He is willing to make personal sacrifices at any time in order to insure that the Bureau's responsibilities are properly discharged. Mr. Edwards is a hard worker who is willing to remain in the office at all hours of the day or night in order to handle his assignments.

Inspector Edwards was assigned by the Director in January, 1959, to handle liaison duties with the American Bar Association. He has accepted this responsibility with his usual enthusiasm and interest in doing an excellent job. The Director commended him on March 4, 1959, by letter, for his comprehensive report covering attendance at the mid-year meeting of the American Bar Association.

I have been very impressed with this man's performance to date in carrying out his new responsibilities and duties. He is a very decisive individual and insists on complete accuracy. Meticulousness to detail has been of considerable assistance in administering the work of this division. Mr. Edwards has yet to accomplish full benefits in his present assignment due to the newness of his job and the fact that he is not personally known to many of the Bureau's contacts in the newspaper and publishing field. He is, however, spending extra time over and above regularly assigned office hours in becoming familiar with these people and it is anticipated that his performance in this regard will increase considerably in the future.

HW

During the rating period Mr. Edwards was censured on one occasion for an error in outgoing correspondence. He was commended on one occasion as indicated above in connection with his liaison assignment with the American Bar Association.

In summary, Mr. Edwards has completely lived up to his past performance as an excellent employee and I consider him to be a perfect balance, particularly in view of his experience in administrative matters in the field of work in which he is currently assigned.

His rating is EXCELLENT.

## PART II - SPECIFIC COMMENTS

### 1. Justification for Any Minus Ratings Given

Not applicable.

### 2. Experience and Ability as Inspector's Aide

Inspector Edwards has performed most capably as a Bureau Inspector. He carried out a number of special assignments for the Director during the rating period and handled at least three full-time inspections of divisions at the Seat of Government.

### 3. Participation in Informant Programs

Not applicable.

### 4. Testifying Experience and Ability

Not applicable.

### 5. Disciplinary Action

It was necessary to direct one letter of censure during the rating period to Mr. Edwards having to do with an error in correspondence.

### 6. Accounting Information

Not applicable.

MDW

7. Police Instruction

Mr. Edwards appeared before in-service seminars, seminars in the field, and does considerable lecturing as a part of his division responsibilities. He could perform most capably as a police instructor if ever called upon.

8. Sound Training

Not applicable.

9. Resident Agents

Not applicable.

10. Foreign Language Ability

Not applicable.

11. Administrative Advancement

Is Agent

(a) interested in Yes

(b), completely available for Yes

(c) considered completely qualified at present for administrative advancement including experience, ability, personality, and appearance? Yes

*cke*

*10/15*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

4-23-59

I certify that I have received the following  
Government property for official use:

Fifth Floor Master Key

RETURNED

Fourth Floor Master Key

Seventh Floor Master Key

Fifth Floor Key approved by Mr. Mohr

**READ**

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

**FILE**

**3-M**

PER

JLB

Very truly yours,

*H. Lynn Edwards*  
H. Lynn Edwards

Special Agent

RECORDED

APR 23 1959

4-20-59

PLAIN TEXT

TELEGRAM

URGENT

✓  
TO MR. JACK P. F. GREMILLION  
STATE ATTORNEY GENERAL  
BATON ROUGE, LOUISIANA

I ACCEPT WITH PLEASURE INVITATION YOUR WIRE OF  
APRIL SEVENTEEN FOR AIR TOUR MAY SIX.

H. LYNN EDWARDS  
FEDERAL BUREAU OF INVESTIGATION

HLE:ejp  
(3)

NOTE: The invitation referred to is a part of the agenda for the National Association of Attorneys General annual meeting at New Orleans May 3-7-, 1959, and Edwards feels he should participate in this activity since he will be attending the annual meeting as a Bureau representative. Background on Louisiana Attorney General Gremillion favorable. 5/

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

APR 20 1959  
3-34 PM '59  
WESTERN UNION

INITIALED  
DIRECTOR'S OFFICE

APR 20 12 48 PM '59  
REC'D-READING ROOM  
FBI

72  
Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

MAIL ROOM ☐ TELETYPE UNIT ☐

May 18, 1959

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

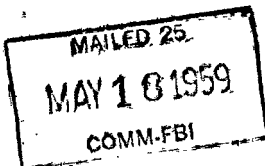
Dear Mr. Edwards:

I have been advised that the 10th Annual Mass  
and Communion Breakfast was an outstanding success due in  
no small part to the fact that you were Chairman of this affair.

Your efforts in behalf of this most worthwhile  
event are deeply appreciated as I feel that gatherings such as  
this play a great part in the over-all success of our organization.  
Please accept my sincere thanks for the splendid job you did.

Sincerely yours,

J. Edgar Hoover



MAY 18 3 35 PM '59  
REC'D-READING ROOM  
FBI

6-17  
Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

NOTE: See DeLoach to Tolson memo dated 5-18-59 and captioned  
"FBI 10th Annual Mass and Communion Breakfast, May 17, 1959."  
DGH:mlw

DGH:mlw

(5)

MAIL ROOM

TELETYPE UNIT

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1/29/59

I certify that I have ~~received~~ the following Government property for official use:  
returned

HANDBOOK for PERSONNEL ASSISTANTS and COUNSELORS #20

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3-M

PER sa  
Very truly yours,

(Written  
Signature)

(Typed  
Signature)

H. Lynn Edwards  
H. Lynn Edwards



RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1-29-59

I certify that I have ~~received~~ the following Government property for official use:  
returned

Position Classification Manual #76

FILE

3-M

PER da

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN

ANYWAY  
RECORDED

2 MAY 4 1959

Very truly yours,

(Written  
Signature)

*H. Lynn Edwards*

(Typed  
Signature)

H. Lynn Edwards

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: May 22, 1959

FROM : SAC, BOSTON

SUBJECT: INSPECTOR H. LYNN EDWARDS  
VISIT TO BOSTON DIVISION

Mr. Tolson	✓
Mr. Belmont	✓
Mr. DeLoach	✓
Mr. McGuire	✓
Mr. Parsons	✓
Mr. Rosen	✓
Mr. Tamm	✓
Mr. Trotter	✓
Mr. W.C. Sullivan	✓
Tele. Room	
Mr. Holloman	
Miss Gandy	

On May 18, 1959 Inspector H. LYNN EDWARDS of the Bureau held a seminar on problems confronting the Bureau and public relations matters with investigative and key clerical employees of the Boston Division.

Inspector Edwards was most welcome and I feel strongly his discussion with all of us served a very useful and beneficial purpose.

Through SAC Letters and other Bureau correspondence, as well as by taking advantage of the information brought back by agents returning from In-Service, I have made every effort to keep the employees in this division abreast of the various problems confronting the Bureau. It is much more impressive and effective, however, to have these matters presented personally by a Bureau official and Mr. Edwards served this purpose admirably.

Inspector Edwards' thorough familiarity with his subject matter and his sincere, appealing manner of presentation made his appearance most effective. His ability to provide specific details and to respond to the questions presented by the employees made the seminar very enlightening. I feel that as a result of this discussion all of us have a more clear understanding of the Bureau's problems and a need to be alert to doing our best at all times to avoid giving any basis for criticism of our activities.

On behalf of all of us, I want to express our appreciation for making Inspector Edwards available with his interesting, informative and effective discussion.

During his visit to Boston Inspector Edwards had the opportunity to meet some individuals in the newspaper, radio and television field and to discuss various items of mutual interest. The Inspector made an exceptionally fine impression during these contacts and I feel these visits were mutually beneficial.

LLL:mau

MAY 25 1959

RECEIVED FBI

MAY 22 1959

34  
MAY 3 1959

May 28, 1959

[REDACTED]  
Saint Anthony's Guild  
Franciscan Monastery  
Paterson 3, New Jersey

b6  
b7C

Dear [REDACTED]

Thank you very much for your cordial letter of May 21, 1959. Your thoughtfulness in writing me is very much appreciated, and I am most grateful for your encouraging remarks concerning the appearance of Inspector H. L. Edwards before the group at St. Anthony's Shrine in Boston. Your generous comments are being brought to his attention, and I can assure you he thoroughly enjoyed the opportunity of being with you on this occasion.

It gave me a great deal of pleasure to make the services of Mr. Edwards available in this regard, and I do hope you will not fail to let me know at any time we can be of additional assistance. It is indeed kind of you to remember me in your daily Holy Mass and prayers, and I am very thankful.

With best wishes,

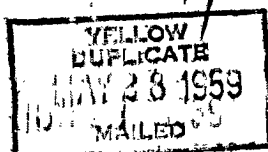
Sincerely yours,

① - Personnel File of Inspector H. L. Edwards - Enclosure

NOTE: Inspector H. L. Edwards made this talk before a group of priests and professors at St. Anthony's Shrine in Boston on 5-19-59. Mr. Edwards has dictated a memo which includes comments on his talk, and he has received a letter from [REDACTED] which is being acknowledged separately.

b6  
b7C

WHS:jab  
(6)



# Saint Anthony's Guild

Franciscan Monastery

Hahon 3 New Jersey



May 21, 1959

Dear Mr. Hoover:

In my own name and in the name of the young priests and all who participated in the lecture given by Inspector Edwards, I wish to express our profound gratitude and deep appreciation for this wonderful favor.

Inspector Edwards exemplified the ideals we have of the Federal Bureau of Investigation and explained them in an understandable manner. The question and answer period was very well received. Your was an excellent choice in sending us Inspector Edwards.

Our priests asked me to give you their warm good wishes to which I add my own and the assurance of a daily remembrance in Holy Mass.

With sentiments of esteem and gratitude and asking God to bless you always, I am

Yours devotedly.



The Honorable J. Edgar Hoover  
Director, Federal Bureau of Investigation  
United States Department of Justice  
Washington 25, D. C.

b6  
b7c

May 25, 1959

Mr. Herbert L. Wiltsee  
The Council of State Governments  
1313 East Sixtieth Street  
Chicago 37, Illinois

Dear Mr. Wiltsee:

Inspector H. L. Edwards has referred to my attention your letter to him of May 13, 1959, concerning his attendance at the Annual Meeting of The National Association of Attorneys General at New Orleans May 3-7, 1959.

It was most courteous of you to express appreciation on behalf of your staff and The National Association of Attorneys General for his contribution to the meeting and I thank you for the resolution of appreciation which includes reference to him. I wish to assure you it was a pleasure to make Mr. Edwards available, and I know he is looking forward to continuing a liaison with you and the Association in future matters of mutual interest.

Upon receipt of the transcript of Mr. Edwards' remarks, he will promptly review the same and return the draft with any corrections to you.

Sincerely yours,

①- Personnel File of Inspector H. L. Edwards, with copy of incoming

NOTE: Edwards has submitted a previous memo reporting on his attendance at the meeting referred to in the incoming.

HLE:sak (4)

DUPLICATE YELLOW

9 MAY 27 1959

# THE NATIONAL ASSOCIATION OF ATTORNEYS GENERAL



## EXECUTIVE COMMITTEE

### *President*

LATHAM CASTLE  
ILLINOIS

### *Vice President*

RICHARD W. ERVIN  
FLORIDA

### *Eastern Regional Chairman*

FREDERICK M. REED  
VERMONT

### *Midwestern Regional Chairman*

NORMAN A. ERBE  
IOWA

### *Southern Regional Chairman*

BRUCE BENNETT  
ARKANSAS

### *Western Regional Chairman*

JOHN J. O'CONNELL  
WASHINGTON

### *Members at Large*

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MONTANA

CLARENCE S. BECK  
NEBRASKA

JO M. FERGUSON  
KENTUCKY

LOUIS J. LEFKOWITZ  
NEW YORK

### *Former President*

JOHN M. DALTON  
MISSOURI

## SECRETARIAT

THE COUNCIL OF STATE GOVERNMENTS  
1313 EAST SIXTIETH STREET  
CHICAGO 37, ILLINOIS

May 13, 1959

Mr. H. Lynn Edwards  
Inspector  
Federal Bureau of Investigation  
Department of Justice  
Washington, D. C.

Dear Lynn:

Within the next week or so we shall be sending you copy of the transcript of your remarks before the New Orleans meeting of this Association earlier this month -- with the request that you make corrections in it and return it so that we may have the proceedings printed.

Meantime, however, I want to tell you again how deeply grateful the members of the Association and we of the staff are to you for your fine contribution to that meeting, and we are happy to enclose copy of the resolution of appreciation adopted at the closing session of the Conference.

With kindest regards and best wishes, I am

Very sincerely,

A handwritten signature in dark ink, appearing to read "Herb", with a long horizontal flourish extending to the right.

Herbert L. Wiltsee  
Secretary

HLW:rw  
Enclosure

NATIONAL ASSOCIATION OF ATTORNEYS GENERAL  
53rd Annual Meeting  
New Orleans, Louisiana  
May 7, 1959

RESOLUTION XIV

APPRECIATION

The National Association of Attorneys General has indeed been fortunate to hold its 53rd Annual Meeting in the Crescent City, and we are deeply grateful to the State of Louisiana and to our gracious Host and Hostess, Attorney General and Mrs. Jack P.F. Gremillion. Their untiring efforts have made this annual meeting one of the most memorable and enjoyable which the Association has ever had.

We wish to express our thanks to his Excellency, Governor Earl K. Long, for his fine address to our group; and to his Honor, Mayor deLesseps S. Morrison, for his warm and gracious welcome and for the impressive tour showing the civic development of New Orleans which he personally conducted.

We also wish to extend our deep appreciation to the Honorable Charles S. Rhyne, Immediate Past President of the American Bar Association, for addressing us on the occasion of our annual State Dinner; and to the Honorable Lawrence E. Walsh, Deputy Attorney General of the United States, for his thought-provoking luncheon address. We are grateful also to Chief Judge Luther M. Swygert, of the U. S. District Court, 7th Circuit; Chief Justice Carl V. Weygant of Ohio; John F. Floberg, Commissioner of the Atomic Energy Commission; H. Lynn Edwards, Inspector, Federal Bureau of Investigation; William G. Hundley, Chief of the Organized Crime and Racketeering Section, Criminal Division, Department of Justice; and Daniel B. Goldberg, Assistant General Counsel, Port of New York Authority, for their valuable remarks and contributions to the conference program.

To the many fine organizations and individuals of New Orleans -- including the Advisory Committee of Louisiana citizens for this 53rd Annual Meeting; the Krewe of Romany of Baton Rouge and the Krewe of Hermes of New Orleans who presented the fabulous Mardi Gras Ball for us; Mrs. Matilda Geddings Gray; the Oil Industry of Louisiana, and particularly the officers and members of the Mid-Continent Oil and Gas Association, Louisiana-Arkansas Division -- who contributed so graciously to the success of our conference, we express our gratitude and appreciation.

We are grateful, also, to the Honorable Latham Castle of Illinois, President of the Association, to the Honorable Richard W. Ervin of Florida, Vice President, and to the other officers and members of the Executive Committee; to the members of the Association's committees for their conscientious attention to the affairs of the Association throughout this past year; to the members of General Gremillion's staff, and particularly to our good friends, the staff of the New Orleans Office of the Louisiana Department of Justice, for providing our group with a superb program of entertainment during our meeting; to the members of the press for their fine coverage of the meeting; to the staff of the Roosevelt Hotel, and especially to [redacted] of the Hotel, for the consistently fine service rendered to us throughout our stay; and to the staff of the Secretariat, the Council of State Governments, for their services during the past year and in conjunction with the arrangement and management of our 53rd Annual Meeting.

BKRn

b6  
b7c

June 5, 1959

PERSONAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

Under date of May 25, 1959, you prepared an outgoing communication which was found to contain an error. Your failure to detect this mistake and have it corrected reflects a lack of sufficient care in this instance.

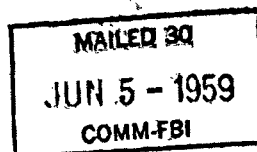
Accordingly, you should exercise greater accuracy and thoroughness in the handling of correspondence so that similar mistakes may be avoided.

Very truly yours,

John Edgar Hoover

John Edgar Hoover  
Director

JIC:pmd  
(5)



REC'D-READING ROOM

JUN 5 11 40 AM '59

- 1 - Mr. DeLoach (Personal Attention)
- 1 - Crime Records Division Personnel File

Based on memo Mr. DeLoach to Mr. Tolson 6-4-59 CDD:fml.

Tolson  
Belmont  
DeLoach  
McGuire  
Mohr  
Parsons  
Rosen  
Tamm  
Trotter  
W.C. Sullivan  
Tele. Room  
Holloman  
Gandy

MAIL ROOM ☐ TELETYPE UNIT ☐



# Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *Neere*

DATE: June 4, 1959

FROM : C. D. DeLoach *F*

SUBJECT: **H. LYNN EDWARDS**  
Error in Outgoing Correspondence

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr ☒ \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

A letter was dictated by Mr. Edwards which was prepared on May 25, 1959, to [redacted] The Council of State Governments, 1313 East 16th Street, Chicago, Illinois. The stenographer incorrectly read the address on the incoming as Sixteenth Street rather than Sixtieth Street. The letter was returned by your office as an error.

b6  
b7C

[redacted] who typed this letter will be charged with a stenographer's error and inasmuch as I reviewed the letter, I will be charged with a reviewer's error.

RECOMMENDATION: That Mr. H. Lynn Edwards of my office be censured as the maker of the letter.

CDD:FML

(3)

1--Mr. Mohr

RECORDED - 144  
JUN 9 1959

*Let of censure to Mr. Edwards*  
*6/5/59 JCC:jmd*

*3/11*

June 24, 1959

PERSONAL

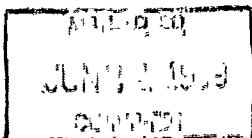
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

Under date of June 18, 1959, you dictated and approved a letter directed to a certain individual and you did not discover an error that appeared in this communication. There was a failure on your part to review it with sufficient thoroughness.

In the future, you should give more careful attention to the review of official correspondence so that you will not be chargeable with a similar error.

Very truly yours,



John Edgar Hoover

John Edgar Hoover  
Director

1 - Mr. DeLoach (Personal Attention)

1 - Crime Records Division Personnel File

TJN:jma

(5)

Based on memorandum Mr. DeLoach to Mr. Tolson 6-22-59 CDD:fml.

NOTE: Mr. Edwards is on annual leave and he is due to return to work on 6-30-59.

MAIL ROOM ☐ TELETYPE UNIT ☐

Tolson \_\_\_\_\_  
Belmont \_\_\_\_\_  
DeLoach \_\_\_\_\_  
McGuire \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Trotter \_\_\_\_\_  
W.C. Sullivan \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

JUN 24 12 44 PM '59  
REC'D-READING ROOM

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

DATE: 6/17/59

returned.

I certify that I have ~~received~~ the following

Government property for official use:

✓ 538 - Key to Room #4543  
✓ 498 - Key to Room #4545-1 Closet  
✓ 464 - Key to Room #4545  
111 - Key to Room #5264 Closet  
✓ 563 - Key to Room #4525 Closet (3)  
5th Floor Master Key  
Nurses' Manual #2  
Time and Attendance Manual #206

## READ

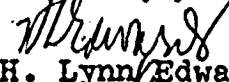
The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE

3-M

PER JLB

Very truly yours,

  
H. Lynn Edwards

Special Agent

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

May 12, 1959

I certify that I have ~~received~~ the following Government property for official use:  
returned

Key to Closet (Room 4519)

FILE

3-M

JNB

PER

Hook 589

READ

The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking care  
of it and returning it when its use has been completed.  
DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN  
ANY WAY.

Very truly yours,

(Written  
Signature)

*H. Lynn Edwards* JNB

(Typed  
Signature)

H. Lynn Edwards

MAY 12 1959

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *W.C. Sullivan*  
 FROM : C. D. DeLOACH *DeLoach*  
 SUBJECT: INSPECTOR H. LYNN EDWARDS  
 Assigned my Front Office

DATE: June 22, 1959

Tolson \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 DeLoach \_\_\_\_\_  
 McGuire \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

On June 18, 1959, Mrs. Edwards dictated and approved a letter to Honorable George W. Andrews, House of Representatives. This was typed by [redacted] my office. A typographical error was detected in this letter in the Reading Room in that the word "kindness" was spelled "kindess."

b6  
 b7C

[redacted] is being charged with a stenographer error.

RECOMMENDATION: In accordance with the error program, I recommend that Mr. Edwards receive a letter of censure as the maker of this letter.

CDD:FML  
 (3)

1 - Mr. Mohr

REC'D DE LOACH  
 FBI

JUN 23 4 12 PM '59

*Long name  
 6/24/59*

*as  
 6/22*

67-	273
Searched	Numbered
3 JUN 30 1959	

*3/6/59*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. MOHR

DATE: June 19, 1959

FROM : W. S. TAVEL *WST*

SUBJECT:

INTERVIEWS BY SCREENING COMMITTEE

Tolson	_____
Belmont	_____
DeLoach	_____
McGuire	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

In connection with the interviews conducted by the Screening Committee, consisting of Inspectors H. L. Edwards, W. C. Sullivan and myself, we have run into a rather unusual situation in that Inspector Sullivan is on an extended trip on official business and is not expected to return to Washington until about the end of the first week in July. Inspector H. L. Edwards begins three weeks' annual leave tonight and it will, therefore, be impossible to convene even a two-man committee for interviews during the next several weeks. There are several agents who are due for consideration for promotions during this period and I feel that rather than hold up the interviews until the return of Inspectors Edwards and Sullivan, I should go ahead and conduct any necessary interviews during this period by myself. A similar situation may also arise during August since I will be on three weeks' leave during the latter part of that month and Mr. Edwards will be out of town attending an American Bar Association meeting the last week in August.

It is felt, therefore, that on those occasions when two members of the committee are on leave or out of the city, the third member should be authorized to conduct interviews for the purpose of determining the qualifications for advancement of any agents who are being considered for promotions or any other urgent cases necessitating immediate action prior to the return of the two absent members.

RECORDED 235  
Inspectors Sullivan, Edwards and I have conducted sufficient interviews together so far so that I feel that all three of us are well acquainted with the thinking of the other members of the committee, their views as to the various qualifications necessary and, therefore, any one member should be able to properly evaluate an agent's advancement potential if necessary to conduct interviews alone. Naturally, if any question arose as to the results of the interview, as to the complete suitability of the agent interviewed, he would be rescheduled for interview by the full committee before a final decision as to appropriate action was made. These interviews by one committee member alone would be held to those instances where the other two members were actually absent from the city and there appears to be an urgent reason for conducting the interview prior to their return.

WST:lae (4)

1 - W. C. Sullivan

1 - H. L. Edwards

13 JUN 26 1959

RECOMMENDATIONS:

1. That authority be given for me to conduct interviews of those agents who are due for promotional consideration prior to the return of Inspectors Edwards and Sullivan.

2. That in the future, any one of the committee members be authorized to interview agents when the other committee members are absent from the city and some urgent reason exists to conduct the interview prior to their return.

SP  
V.  
/

Jagrell  
Jagrell  
6/22

OK  
H.

ERC  
51  
6/22

## PAS SAFE DRIVING RECORD CERTIFICATION

TO BE FILLED IN BY OPERATOR

NAME OF OPERATOR (PRINT - LAST, FIRST, MIDDLE INITIAL) <b>EDWARDS, H. LYNN</b>		DATE <b>6/9/59</b>
DIVISION AND SECTION ASSIGNED <b>Mr. DeLoach's Office, Crime Records Div.</b>		POSITION TITLE <b>Inspector - #1 Man</b>
THIS IS TO CERTIFY THAT I PRESENTLY <input checked="" type="checkbox"/> HOLD <input type="checkbox"/> DO NOT HOLD A VALID MOTOR VEHICLE OPERATOR'S PERMIT OR DRIVER'S LICENSE.		
PERMIT ISSUED BY: (STATE, TERRITORY, POSSESSION, DISTRICT) <b>VIRGINIA</b>	PERMIT NUMBER <b>757816</b>	PERMIT EXPIRES <b>5/31/59</b>
THIS IS AN <u>UNRESTRICTED</u> ( <del>RESTRICTED</del> ) PERMIT. (IF RESTRICTED, EXPLAIN BELOW) (STRIKE OUT ONE)		
<p>THIS FURTHER CERTIFIES THAT DURING THE PAST THREE YEARS I HAVE DRIVEN A MOTOR VEHICLE (GOVERNMENT OR PERSONALLY OWNED) APPROXIMATELY <u>30,000</u> MILES. DURING THIS TIME (A) I <input checked="" type="checkbox"/> HAVE <input type="checkbox"/> HAVE NOT RECEIVED A TRAFFIC VIOLATION TICKET; (B) I <input type="checkbox"/> HAVE <input checked="" type="checkbox"/> HAVE NOT BEEN HELD AT FAULT* AS THE DRIVER OF A MOTOR VEHICLE INVOLVED IN A TRAFFIC ACCIDENT. IF AFFIRMATIVE ANSWER, PLEASE EXPLAIN IN ADJACENT SPACE GIVING NUMBER AND DATES OF OFFENSES.</p> <p><i>One traffic ticket approx Oct., 1956, D.C., for failing to completely stop at flashing red light - forfeited collateral - see memo in file. First traffic offense in life.</i></p> <p>* "AT FAULT" MEANS ANY CASE IN WHICH RESPONSIBILITY IS CONCEDED BY EMPLOYEE OR HIS INSURANCE COMPANY OR LIABILITY IS FIXED BY DULY CONSTITUTED AUTHORITY.</p> <p><i>H. Edwards</i> _____ SIGNATURE OF OPERATOR</p>		

TO BE FILLED IN BY REVIEWING OFFICIAL

NAME OF REVIEWING OFFICIAL (PRINT - LAST, FIRST, MIDDLE INITIAL) <b>DeLOACH, C. D.</b>		POSITION TITLE <b>Assistant Director</b>	DATE <b>6/11/59</b>
THE PERSONNEL FILE OF THIS EMPLOYEE HAS BEEN REVIEWED AND REFLECTS THE FOLLOWING INFORMATION CONCERNING THE OPERATION OF A MOTOR VEHICLE ON OFFICIAL BUSINESS DURING THE PAST THREE YEARS:			
<input checked="" type="checkbox"/> CONTINUOUS SAFE DRIVING RECORD <input type="checkbox"/> INVOLVED IN TRAFFIC ACCIDENT AND FOUND AT FAULT **			
I CERTIFY THAT THIS EMPLOYEE IS:			
<input checked="" type="checkbox"/> QUALIFIED ON THE BASIS OF HIS SAFE DRIVING RECORD TO OPERATE MOTOR VEHICLES ON OFFICIAL BUSINESS. <input type="checkbox"/> NOT QUALIFIED AND MUST DEMONSTRATE HIS QUALIFICATIONS BY SATISFACTORILY PASSING A ROAD TEST EXAMINATION BEFORE OPERATING A MOTOR VEHICLE ON OFFICIAL BUSINESS.			
REMARKS:			
<p><i>64</i></p> <p><i>107-1 JUL 1 1959</i></p> <p><i>C. D. DeLoach</i> _____ (SIGNATURE OF REVIEWING OFFICIAL)</p>			
** "AT FAULT" MEANS ANY CASE IN WHICH THE BUREAU HAS TAKEN DISCIPLINARY ADMINISTRATIVE ACTION AGAINST THE EMPLOYEE.			



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: July 18, 1959

FROM : Mr. DeLoach

SUBJECT: INSPECTOR H. L. EDWARDS

Tolson \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 DeLoach \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Trotter \_\_\_\_\_  
 W.C. Sullivan \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

I thought you would want to know that Inspector Edwards called me late last evening stating that his father had suffered a heart attack, and he believed he should go to him at once. At this time, we do not know the condition of Mr. Edwards' father.

Mr. Edwards' father is in Room 404 at Memorial Hospital, Johnstown, Pennsylvania.

I told Edwards to take as much time as he needed away from the office and to let us know if we could be of any help. I will keep you advised.

b6  
b7C

Mr. Edwards was at work today, 7-20-59, discussed  
 advisability of sending letter  
 to H.L.E. with Mr. Tolson who  
 advised in the negative.  
 RCH  
 7-20-59

1 - Mr. Mohr

RECORDED - 136

REW:dm  
(3)

67-	274
Searched	53
JUL 21 1959	

94  
JUL 21 1959

3  
mcf

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. DeLoach *Def*

DATE: July 22, 1959

FROM : H. L. Edwards

SUBJECT:

Tolson	_____
Belmont	_____
DeLoach	_____
McGuire	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

At 6:10 p.m., today, (7/22/59), I received a call from my wife at home who stated that she had just talked by phone with her brother who is standing by at the Mercy Hospital, Pittsburgh, Pennsylvania, where her father is undergoing major surgery because of stomach ulcers. It appears that in the midst of the operation, complications developed in the main artery preventing the removal of the stomach as was intended. Another specialist had to be immediately summoned and a second incision made in an effort to keep the patient alive. He is still in surgery.

b6  
b7C

As much as I regret this situation, there is no alternative except to immediately proceed with my wife and daughter to the Mercy Hospital in Pittsburgh this evening.

I will contact you from there as soon as I am able to find out what the situation is. I will be available through the SAC at Pittsburgh.

1 - Mr. Mohr  
1 - Mr. McGuire

HLE:geg  
(4)

*noted 7-23-59  
mcf*

RECORDED - 136

67-	275
SEARCHED	INDEXED
3 JUL 24 1959	

3 JUL 24 1959

*3  
mcf*

July 24, 1959

SPECIAL DELIVERY

Mr. H. Lynn Edwards  
417 Eleanor Avenue  
Scottdale, Pennsylvania

Dear Mr. Edwards:

I am certainly sorry to learn of the physical reverses suffered by Mrs. Edwards' father and by your father, and I hope this note finds them resting comfortably. Please convey to both my sincere best wishes.

In the meantime, I want to urge you to dismiss from your mind any concern over the affairs of the office and take whatever time you desire to be with them.

Sincerely,

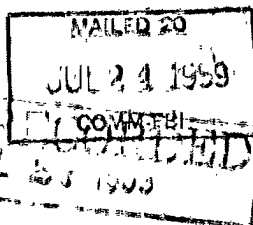
RGH:hvt  
(5)

J. Edgar Hoover

1 - Mr. DeLoach

*LeP*

Tolson	_____
Belmont	_____
DeLoach	_____
McGuire	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Trotter	_____
W.C. Sullivan	_____
Tele. Room	_____
Holloman	_____
Gandy	_____



MAIL ROOM ☐ TELETYPE UNIT ☐

*WST  
R6H*